

To: Proxima Capital Group

Attn.: to whom it may concern

From: Ivan Dranenkov

Re: Cover Letter for Job Application

Dear Sir or Madam:

I am writing to you to confirm my sincere interest in joining your firm being a well-established renowned investment firm in Russia.

This submission is in respect of an analyst position.

This position attracted me for being a great opportunity to work in the buy-side position. My experience comprises of extensive legal practice followed by the analyst/consultant role within the capital markets department of a real estate firm.

Even though I may be of different age or qualifications as compared to other applicants, my experience in transactions alongside with broad consulting experience proves my ability to work under pressure.

During my current and previous employment, I have participated and led projects regarding asset purchase, asset lease; I acted as a client relationship manager and as a mentor to inferior colleagues. In addition to that I enjoy a set of soft skills most commonly necessary for a consultant but also important in-house such as being client-oriented and result-driven.

The detailed description of my skills and experience is set forth in the CV attached.

Hereby I would like to assure you of my high motivation to be a part of your team of professionals and with time hopefully become a part of the leadership team thereof.

I will appreciate your feedback regarding this application.

Kind regards,

Ivan Dranenkov

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CV Ivan Dranenkov



Recent Remarkable Projects and Achievements

Real Estate Transaction management projects
(advisory, deal structuring, negotiations)

- Assets purchase and transition
Warehouse Complex 40,000 sqm (Moscow Region)
Office portfolio (2 building in Moscow)
Russian law firm 6,000 sqm,
Russian oil company (field license transfer)
- Lease renegotiation and renewal
International IT-company 6,800 sqm; International pharma company
3,000 sqm; International bank 3,000 sqm, International FMCG
company 6,000 sqm
- Advising on assignment of investment contract

Construction of multifunctional complex in Moscow

Client Account Management (client care and relationship management)

- Full scope Advising an International Sportswear company on RE matters

Personal Aspirations

High-profile career in IB / M&A / Finance / Advisory

Hard Skills

- Financial Modelling (CF, DCF, P&L);
- Company and Asset Due Diligence;
- Drafting presentations, memoranda and legal documents;
- R / Python basics for data analysis.

Soft Skills

- Transaction negotiations;
- Client Care;
- Sales & Pitching;
- Mentorship.

Previous Places of Employment

- CBRE, 2018 – current (Occupier Services, Capital Markets currently;
- JLL – 2017 – 2018;
- Pepeliaev Group – 2012 – 2017;
- KMD – 2008 – 2012.

Interests

- Real Estate Investment
- Trading Algos
- Team Sports

Education:

High School of Economics – 2019 – BCs in Economics

Graduate Paper: Investment portfolio metrics: out-of-sample soundness

Academy for Foreign Trade – 2010 – Law Specialist

Graduate Paper: Shareholders' rights protection in M&A (Russia, US, UK)

Formal Info and contact details:

Citizenship: Russia

Date of Birth: 12 September 1988

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