

## Job 1:

Business Title	Admin Assistant, IV
Requisition Number	15826BR
Hiring Location(s)	USA - Oregon - Hillsboro
Job Category	Administration
Business Unit	Verification Group
Hire Type	Employee
Recruiter	Sharon Vitti
Hiring Manager (Reports To)	Dhiraj Goswami
Grade	62
Job Description and Requirements	This Administrative Assistant will be responsible for providing administrative and clerical support to relieve department managers or staff of administrative details. May take and deliver messages, provide information to callers, proofread, and research and compile special reports. Helps maintain office equipment. Coordinates facilities issues, office moves, and conference room scheduling. Sets up local and off-site meetings. Makes department travel arrangements. Logs, tracks, and processes expense reports and check requests. Processes purchasing requests. May be assigned in various functional areas of the company.

### Requirements:

- A minimum of 2+ years of related experience.
- Excellent written and verbal communication, organizational, and inter-personal skills.
- Team player, flexible, intuitive, self-motivating, detail-oriented, and highly organized.
- Working well independently, prioritizing and exercising sound judgment are critical skills required.
- Able to multi-task and maintain professionalism while working with a variety of confidential information.
- Working knowledge of Microsoft Word, Excel, Outlook and PowerPoint.

## Job 2, 和 Job 1 要求一致，地点在南湾:

Business Title	Admin Assistant, IV
Requisition Number	15829BR
Hiring Location(s)	USA - California - California USA - California - Mountain View/Sunnyvale USA - USA
Job Category	Administration
Business Unit	Verification Group
Hire Type	Employee
Recruiter	Sharon Vitti
Hiring Manager (Reports To)	Rohit Vora
Grade	62
Job Description and Requirements	This Administrative Assistant will be responsible for providing administrative and clerical support to relieve department managers or staff of administrative details. May take and deliver messages, provide information to callers, proofread, and research and compile special reports. Helps maintain office equipment. Coordinates facilities issues, office moves, and conference room scheduling. Sets up local and off-site meetings. Makes department travel arrangements. Logs, tracks, and processes expense reports and check requests. Processes purchasing requests. May be assigned in various functional areas of the company.

### Requirements:

- A minimum of 2+ years of related experience.
- Excellent written and verbal communication, organizational, and inter-personal skills.
- Team player, flexible, intuitive, self-motivating, detail-oriented, and highly organized.
- Working well independently, prioritizing and exercising sound judgment are critical skills required.
- Able to multi-task and maintain professionalism while working with a variety of confidential information.
- Working knowledge of Microsoft Word, Excel, Outlook and PowerPoint.

## Job 3

Business Title	Corporate Business Development Manager
Requisition Number	15658BR
Hiring Location(s)	USA - California - Mountain View/Sunnyvale
Job Category	Business Development
Business Unit	Finance
Hire Type	Employee
Recruiter	Linda Moudakas
Hiring Manager (Reports To)	Randy Tinsley
Grade	69
Job Description and Requirements	<p>Synopsys' Corporate Business Development (CBD) team is responsible for helping shape Synopsys' strategy by identifying industry trends, maintaining relationships with relevant external partners, as well as sourcing, negotiating, structuring, and executing strategic acquisitions/investments across all of Synopsys' geographies and businesses. The CBD organization partners with corporate strategy as well as business unit General Managers to evaluate, analyze, and execute all of Synopsys' M&amp;A and strategic investments.</p> <p>The Manager, CBD, will manage activities ranging from identifying, evaluating, and executing public and private company acquisitions, joint ventures, asset divestitures and restructurings, minority investments, and other strategic initiatives. This role will support all aspects of the transaction evaluation and execution, from idea generation through valuation, due diligence, negotiations/transaction structuring, and integration planning, as appropriate.</p> <p><b>Responsibilities</b></p>

- Perform industry research to identify opportunities for growth within Synopsys' existing businesses or expansion into new areas
- Partner with business teams on strategy development including identifying and prioritizing strategic gaps, evaluating build/buy/partner options and collaborating on target selection criteria and recommendations
- Conduct rigorous analysis including valuation and business case modeling to provide detailed guidance and insight regarding potential acquisitions/investments
- Implement and manage best practices; evaluate strategic, operational, and financial impact; coordinate cross-functional teams to facilitate due diligence for potential transactions; develop and own financial modeling of M&A combinations; support transaction structuring and ultimate integration
- Act as day-to-day point person on deal processes and support interactions with internal (product, regional or functional area counterparts) and external (prospective clients/partners/counterparties and third-party advisors) parties
- Manage key deliverables including creating analyses, overseeing execution and identifying next steps in process flow
- Play a key role in all of Synopsys' M&A activities and provide general transaction and analytic support to the CBD team including the creation of summaries and presentation materials to communicate recommendations to senior management and other internal stakeholders

### Qualifications

- Typically requires 2-4 years of total relevant work experience; 2-3 years of post-graduate experience in investment banking/corporate development with significant M&A buy-side experience preferred
- MBA or relevant graduate degree from top-tier institution or similar academic / professional experience
- Direct experience in M&A negotiation, execution and integration; experience identifying and assessing deal issues related to legal, regulatory, accounting and tax
- Experience in and/or significant exposure to the software industry preferred
- Strong analytical, modeling and valuation skills: substantial experience modeling business combinations and running valuation analyses
- Ability to structure and manage complex cross-enterprise projects and processes with multiple stakeholders at both senior and junior levels
- Excellent presentation skills, including strong oral and writing capabilities; ability to clearly communicate compelling messages to senior managers and external business partners
- Strong leadership skills with a team-oriented and collaborative approach to work
- Global or multi-national business experience preferred

## Job 4

<b>Business Title</b>	Technical Project Manager
<b>Requisition Number</b>	15986BR
<b>Hiring Location(s)</b>	USA - Indiana - Bloomington USA - USA
<b>Job Category</b>	Program Management
<b>Business Unit</b>	SIG Consulting
<b>Hire Type</b>	Employee
<b>Recruiter</b>	Sean McFarlane
<b>Hiring Manager (Reports To)</b>	Daniel Taylor
<b>Grade</b>	65
<b>Job Description and Requirements</b>	<p>Manages the development and implementation process of company's products and services involving departmental or cross-functional teams focused on the delivery of a product or computer-based system to external or internal customers. Leads and directs teams in strategic and tactical aspects. Provides business and management expertise and consultation. Identifies needed resources to achieve timely deliverables; plans and directs schedules; identifies and escalates issues; drives problem resolution through fact-based, conscious decision making; and manages risk and change from conception to delivery. Defines, promotes, implements and improves team, cross-functional and cross-departmental business and engineering processes and practices.</p> <p>Able to communicate clearly and effectively. Able to work independently and create and meet schedules.</p> <p>Typically requires a minimum of 2 years of related experience. Usually developing professional expertise, and may apply company policies and procedures to resolve a variety of issues. At a minimum, has working knowledge of work area and general proficiency with tools, systems, and procedures required to accomplish the job. Exercises judgment to determine appropriate action. Implementations and solutions are reviewed for accuracy and overall adequacy. Builds productive internal/external working relationships. Contacts are primarily within business unit and occasional organizational and external customer contacts on routine matters.</p>