



JOB DESCRIPTION

Updated 5.17.2023

Title: Analyst / Senior Analyst
Supervisor: Principal, Private Investment
Status: Full Time/Exempt
Salary: \$DOE

FIRM OVERVIEW

McKinley Alaska Private Investment, LLC is a private investment firm located in Anchorage, Alaska. We create value for investors by using our capability, credibility, creativity, capital, and connectivity to source Alaska-relevant investment opportunities and co-invest with best-in-class capital and strategic partners, while aiming to generate returns for our investors.

JOB SUMMARY

The Analyst reports to the Principal, Private Investment, and shares responsibility for identifying, analyzing, selecting, monitoring, and managing private equity fund investments, co-investments, and direct investments into operating companies.

The analyst will provide valuable contributions across the entire investment process, including valuation and strategic analysis, cross-functional diligence process, legal documentation, and integration. The role will research and understand a wide array of technologies, industries, companies, and business models.

JOB DUTIES

- Research, assist and prepare initial investment pitches and recommend candidates for further review.
- Conduct due diligence on potential opportunities in areas including: manager, team and strategy assessments; valuation and sensitivity analysis; market analysis; and other tools to identify and assess investment risks and merits; arrange with relevant parties for follow-on discussions.
- Model and create results of due diligence into investment memos and present findings to senior team members and the Investment Committee.
- Conduct analysis of relevant sectors and comparable companies for specific deals.
- Prepare materials for, and participate in, internal meetings, due diligence meetings and board meetings.
- Monitor deal flows and ensure that deals are progressing according to expectations.
- Monitor and manage investment, pipeline, and performance.
- Facilitate follow-on conversations and updates from investments.
- Update and maintain relevant information/metrics for McKinley's internal team, investors, partners, administrators, banks, and vendors.
- Review and help draft pitch books, investor updates, investor reports, annual reports, and other

presentation materials.

- Maintain relationships with lenders, brokers, investment bankers and other deal referral sources, and other industry and firm partners, contractors, etc.

KEY CANDIDATE ATTRIBUTES

- You are a naturally optimistic person with a can-do attitude who conducts yourself with professionalism, discretion, and the highest ethical standards
- You are exceptionally analytical, you got an A in Calculus, and super complicated Excel spreadsheets are your jam
- You enjoy a good problem and work through challenges and obstacles without letting them get to you
- You can manage multiple projects and deadlines, communicate your progress with your supervisor, and deliver complete and 100% accurate work before the deadline
- You are a team player who communicates easily with your colleagues, shares success, learns from failure, and respects the unique skill sets each person brings to the team
- You are hungry to grow, learn, and build a career in asset management
- You have first-hand experience and a deep love for Alaska including its geography, industries, cultures, first people, politics, and history
- You have a strong commitment to McKinley's vision and values

KEY CANDIDATE SKILLS

- A Bachelor's degree is required, preferably in either Business, Math, Finance, or Economics, advanced degree or MBA is advantageous
- 2+ years of experience required in investment banking, corporate development, private equity, venture capital, or management consulting, preferably with a focus on the technology industry (internships included) is preferred
- Understanding of academic and practical business/finance industry fundamentals
- Strong verbal, written, and interpersonal communication skills
- Advanced proficiency in Excel, PowerPoint, and Word
- Confidence and poise in presenting to executive management
- Readiness to occasionally work outside of traditional business hours
- Willingness and ability to travel, including internationally

McKinley Management, LLC is a privately held, global investment, lending, and research firm based in Anchorage, Alaska, with offices in Juneau and Chicago. Its four business units McKinley Capital Management, McKinley Alaska Private Investment, McKinley Research Group and McKinley Alaska Growth Capital (Alaska Growth Capital BIDCO, Inc.) work together to provide clients integrated services umbrellaed under one company.

BENEFITS (this is required on all McKinley job descriptions)

McKinley Management is a people-first organization committed to providing a best-places to work environment. We aim to provide compensation packages that meet or exceed industry standards. Our benefits package includes traditional employee benefits such as the option for health, dental, vision, disability and life insurance, paid leave and holidays, a paid volunteer day, 401k matching, charitable matching, education reimbursement, and milestone anniversary bonuses. We have a flexible workplace policy for many positions with the ability to work remotely up to three days per week.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is occasionally required to stand; walk; sit for long periods; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl, talk or hear. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

Work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate. The above statements describe the general nature and level of work being performed by individuals assigned to this classification. This is not intended to be an exhaustive list of all responsibilities and duties required of personnel so classified.

DISCLOSURE

This job description is not a legal document and in no way states or implies that these are the only duties to be performed by the employee occupying this position. The incumbent is expected to perform other duties necessary for the effective operation of the department. Any qualifications to be considered as equivalents in lieu of stated minimums require prior approval of Human Resources.