

## **Position Summary:**

A closely held family holding company and private equity firm is seeking a Business Development Analyst for its offices in Hong Kong. The Analyst will actively be working with both operating company management and private equity professionals. Ideal candidate is an achievement oriented and organized self starter and who thrives in a fast paced start-up/entrepreneurial environment. Must possess native English speaking ability and fluency in a second, preferably Asian, language a plus. Bachelors degree in finance, engineering or marketing or equivalent required.

## **Position Description**

Position: Business Development Analyst

Location: Hong Kong

## **Overall Position Objective**

The Business Development Analyst's objective is to support the efforts of the Company's executives and managers in increasing overall revenue and risk mitigated profitability by quantitatively and qualitatively evaluating and understanding current and prospective business lines, clients, market segments and territories including appropriate financial analysis, competitive position, company and market review. The Business Development Analyst will also be responsible for developing and maintaining processes, tools and databases to facilitate the realization of these objectives.

## **Continuing Position Duties**

1. Through primary and secondary research the Analyst or Intern will identify, evaluate, develop and present trends, data, analyses and other relevant information on high potential future businesses, clients, partners, markets, channels and other new growth opportunities.
2. Develop:
  - a. ongoing improvements to the process of prospecting, qualifying, and closing key businesses and accounts as well as managing and developing existing ones;
  - b. business models incorporating process and data elements; and
  - c. customer and prospect databases.

3. Work with Company account, business development and finance executives and managers to:
  - a. define acceptance and performance criteria to manage and monitor existing client and vendor bases for material changes in financial, operational or other material status or condition and to highlight risks and issues; and
  - b. define accurate, meaningful and measurable business and other company performance metrics and parameters.
4. Oversee and suggest new marketing campaigns, organize selected meeting programs and sales trips, and identify key trade shows and speaking opportunities.

### **Relationship**

1. Reports to the Managing Partner
2. Collaborates closely with other managers and executives

### **Accountability**

1. Direct responsibility for the monitoring, aggregation and timely analysis of relevant client, industry, regional and macroeconomic information and trends and disseminating such information as appropriate.
2. Direct responsibility for monitoring, analyzing and providing regular qualitative and quantitative performance reports and updates on current operations and clients to relevant Company executives and managers.
3. Direct responsibility for proactively proposing business development initiatives to relevant Company executives and management.
4. Direct responsibility for developing and maintaining business development processes, tools and databases.
5. Direct responsibility for developing and maintaining all business development and marketing presentations and materials.
6. Direct responsibility for maintaining effective marketing information including trade shows and events.

### **Qualifications**

1. Experience and strengths in financial modeling and analysis, company evaluation, business plan development, market/industry research and competitive analysis.
2. Strong research, analytical and creative problem solving skills required, including a thorough understanding of how to analyze and interpret

- quantitative and qualitative information with a realistic and commercial understanding of issues and to translate them into clear, insightful and easily understood conclusions, recommendations and presentations.
3. Excellent verbal and written communication skills and ability to interact professionally with a diverse group of Company and third party executives, managers, and subject matter experts.
  4. Reliability, self motivation, attention to detail.
  5. Excellent knowledge of MS Excel, Powerpoint, Word and Access, strong research, presentation development and delivery skills,
  6. Previous relevant experience in finance or business development; prior valuation, M&A and capital markets experience a plus.
  7. University degree in a relevant discipline in finance or marketing. We are willing consider a new graduate with the right qualities and personality.

### **Application Procedure**

Please send current CV and salary expectations to [hr@rglcompanies.com](mailto:hr@rglcompanies.com)