

Analyst Requirements and Responsibilities



Position:	Analyst – M&A, Transaction Services
Reports To:	Manager / Director
Status:	Full Time, Salaried
Travel:	As required, up to 40% (average 25% - 30%)
Working Hours:	40+ hours
Location:	Vienna, VA / DC Metro Area

Opportunity Overview:

Are you an aspiring CPA with strong accounting knowledge and an interest in learning mergers & acquisitions? Do you love the challenge of problem solving and putting together the pieces of a financial puzzle? Would you enjoy the camaraderie of a smaller firm where people get to know each other, make great things happen together, and where you can lunch with the Founder? Are you looking for a fast-growing firm to launch your professional career? If you answer “YES” then come grow with us!

Who We Are:

Pipaya is a specialty accounting and advisory firm that provides expert M&A services to middle market companies who need guidance in buying, selling, or growing their businesses. We offer clients top tier and relevant industry experience, especially with our expertise in Aerospace, Defense Manufacturing, and Government Services.

We enjoy a positive working environment and culture that offers flexibility (work remotely), autonomy, collaboration and transparency, while supporting each other’s accomplishments and rewarding success. Our employees have a voice and direct impact on our business strategy and achievements, and they prefer consulting with middle market companies because their personal impact is so invaluable for our clients.

Because of our accelerated growth, we're offering a unique opportunity for select highly motivated recent graduates who want to learn, contribute, and make a difference!

Key Responsibilities:

An Analyst serves as a team member responsible for service delivery on projects. In this role you will:

- Develop technical, consulting, and client relationship skills.
- Learn the complete M&A lifecycle and assist clients through various stages in the M&A process.
- Learn the Pipaya way of client service delivery.
- Work as part of a team in achieving project goals, timelines, and deliverables.
- Actively communicate with Associates, Managers, and Partners; provide upward feedback.
- Execute deliverables within timelines; consult others as needed.

- Analyze company financials; implement next steps to prepare financials for due diligence. Assist in preparing and validating financial information for a sale.
- Analyze target company financials; communicate key matters into a buy side report to assist in evaluating and pricing the business.
- Perform other consulting and advisory projects as needed. Work directly with our clients to understand their goals and craft solutions to achieve them.
- Actively participate in improving the firm's operations and culture, ensuring we're upholding our firm values.

Experience & Qualifications:

1. Bachelor's or Master's degree in Accounting, Finance, or Economics.
2. CPA license or CPA candidate preferred.
3. Familiarity with preparing and analyzing financial statements in compliance with US GAAP.
4. Eagerness and desire for continuous personal learning and improvement in the craft of accounting, transactions, and relationship skills.
5. Excellent social skills and ability to communicate effectively.
6. Flexibility in work scheduling to help our Clients and referral partners close deals.
7. Willingness to service multiple projects simultaneously.
8. Track-record of quality work and meeting deadlines.
9. Ability to balance a keen attention to detail while understanding big picture goals.
10. Advanced Excel skills preferred (pivot tables, VLOOKUP, financial formulas, etc.).

Please submit your resume directly to:

Elizabeth Butler, Director of Operations: elizabeth.butler@pipaya.com



Visit us to learn more:

www.pipaya.com

<https://www.linkedin.com/company/pipaya-partners-llc/>