



**Position:** M&A Transaction Advisory Intern  
**Reports To:** Manager / Associate  
**Status:** Summer Internship, Hourly  
**Location:** Vienna, VA / DC Metro Area

#### **Opportunity Overview:**

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? Looking to join a fast-growing company of top M&A client service professionals? This may be the right opportunity for you to build your future with Pipaya!

#### **Who We Are:**

Pipaya is a specialty M&A consulting firm that believes in finding a better way to get things done – for our clients and our firm. We provide 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're looking for talented interns to assist our client service team while learning about mergers and acquisitions, financial due diligence, and accounting advisory services. Our internship program is designed for learning, growth, and impact and is modeled after our full-time analyst program. We're investing in you so that you can build your career with us!

#### **Key Responsibilities:**

Our internship program provides a mix of training and client service projects. In this role you will:

- Learn the M&A lifecycle
- Attend M&A, technical, and relationship skills training. Apply the skills and knowledge gained in training directly to your work
- Work as part of a team in achieving client service project goals, timelines, and deliverables
- Assist in client service projects by collecting financial data, building workbooks in Excel, and assisting with financial data compilation and analysis
- Participate in client calls, meetings, and site visits alongside our experienced professionals
- Actively communicate; provide upward feedback
- Perform other various administrative and support tasks, as needed

**Your Qualifications:**

Currently enrolled in an accredited undergraduate or graduate program pursuing a degree in Accounting, Finance, or Economics with approximately one year left until graduation

Basic understanding of financial statements

Proficiency with Microsoft Office (Excel, Word, and PowerPoint)

Strong organization and time management skills

Detail-oriented and able to handle several tasks within deadlines

Excellent social, verbal, and written communication skills

**Preferred Qualifications:**

Advanced Microsoft Excel skills (pivot tables, VLOOKUP, financial formulas, etc.)

***Please submit your resume directly to:***

***Elizabeth Butler, Director of Operations:*** [elizabeth.butler@pipaya.com](mailto:elizabeth.butler@pipaya.com)



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