



**Position:** Analyst – M&A, Transaction Services  
**Reports To:** Manager / Director  
**Status:** Full Time, Salaried  
**Travel:** As required, average 20% - 30% (local and national)  
**Working Hours:** 40+ hours  
**Location:** Vienna, VA / DC Metro Area

#### Opportunity Overview:

Are you an aspiring client service professional with strong financial 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? 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 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 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 as a 5x consecutive Inc. 5000 company, we're offering a unique opportunity for a select few highly motivated 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:

- 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.
- Develop technical, consulting, and client relationship skills.
- Work as part of a team in achieving project goals, timelines, and deliverables.
- Actively communicate; 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 for a purchase.
- Perform other consulting 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.

<b>Your Qualifications:</b>
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1. Bachelor's or Master's degree in Accounting, Finance, or Economics.
2. Basic understanding of financial statements.
3. Eagerness and desire for continuous learning and improvement in the craft of accounting, M&A transactions, and client service skills.
4. Excellent social, verbal, and written communication skills.
5. Flexibility and adaptability in work scheduling to help our Clients and referral partners close deals.
6. Willingness to service multiple projects simultaneously.
7. Detail-oriented and able to handle several tasks within deadlines.
8. 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](mailto:elizabeth.butler@pipaya.com)*



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