

Position: Associate Business Research Analyst  
Department: Ventures  
No. of requirements: 02

## **JOB DESCRIPTION**

### **Job Summary:**

The Associate Business Research Analyst will play a key role in supporting the management of assigned ventures by contributing to strategic planning and research initiatives. The position requires a proactive and analytical professional who can assist in formulating and implementing venture strategies, conduct comprehensive market and business research, and independently drive high-impact initiatives.

This role demands intellectual curiosity, strong analytical capability, commercial awareness, and the confidence to engage with stakeholders, partners, and potential investors. The Associate will work closely with senior management to enhance venture performance, evaluate investment opportunities, and strengthen strategic positioning.

### **Key Roles and Responsibilities:**

#### **1. Strategic Support & Venture Management**

- Assist in the management and oversight of assigned ventures, ensuring alignment with organizational objectives.
- Support the immediate supervisor in the formulation, refinement, and implementation of venture-level strategies.
- Contribute to business planning, growth strategy, and operational improvement initiatives.
- Identify areas for process improvement and propose actionable solutions to enhance efficiency and effectiveness.

#### **2. Research & Market Intelligence**

- Conduct in-depth market research, industry analysis, and competitive benchmarking.
- Evaluate business models and identify emerging trends, opportunities, and risks.
- Prepare comprehensive research reports, financial analysis summaries, and strategic briefs for management review.
- Support investment analysis, feasibility studies, and financial modeling as required.

#### **3. Investment & Due Diligence Support**

- Assist in conducting due diligence for assigned ventures and potential investment opportunities.

- Support evaluation of financial statements, business performance indicators, and growth potential.
- Collaborate with cross-functional teams during venture investment and strategic transactions.

#### **4. Stakeholder & Network Development**

- Build and maintain professional networks with relevant stakeholders, partners, and investors.
- Engage with potential clients and industry participants to gather market insights and identify partnership or investment opportunities.
- Represent the organization in meetings, events, and industry interactions as required.

#### **5. Initiative & Independent Contribution**

- Demonstrate the ability to work independently with minimal supervision.
- Take ownership of assigned tasks and proactively identify strategic or operational improvement opportunities.
- Perform ad hoc tasks assigned by the Department Head and Managing Director.

#### **Qualifications:**

- Master's degree in Business Administration (MBA) or a related field.
- Prior experience or demonstrated knowledge in investments, research, venture analysis, or capital markets will be preferred.
- Minimum two (2) years of relevant professional experience will be considered an advantage.
- Knowledge of capital markets and financial analysis is desirable.
- Willingness to travel as required; possession of a valid driver's license and two-wheeler vehicle is preferred.

#### **Skills & Competencies:**

- Strong analytical and critical thinking skills.
- Excellent research, due diligence, and data interpretation capabilities.
- Sound understanding of business models and investment evaluation principles.
- Effective communication, presentation, and report writing skills.
- High level of initiative, ownership, and problem-solving ability.
- Ability to work independently as well as collaboratively in a fast-paced environment.
- Strong interpersonal skills with the ability to build and sustain professional relationships.
- Intellectual curiosity and commitment to continuous learning.