

FINANCE MANAGER

Summary of Expectations

The Finance Manager will report to the Chief Strategy Officer, Legal and Finance (“CSO”) and lead the corporate finance function. This position will provide the CSO and Executive Team with financial evaluations identifying the strategic opportunities and business risks of potential acquisitions and transactions for the firm as well as helping to develop and execute strategies for financing the firm’s growth. In addition to managing the financial modeling and data analysis for internal deals, the Finance Manager will partner with the Corporate Advisory Services team in evaluating deals for clients.

This position will be located at our Richmond, VA headquarters and is ideal for someone who enjoys a fast-paced work environment with large growth potential.

Position Responsibilities

- Analyze and synthesize both qualitative and quantitative information to evaluate potential acquisitions and deals for the firm.
- Create financial models and valuation materials for a given project (e.g., discounted cash flow, comparable companies, precedent transactions).
- Evaluate various deal types, such as debt and equity capital raises, buy-side and sell-side transactions, recapitalizations, and other strategic advisory projects.
- Identify strategic opportunities and business risks associated with transactions.
- Participate in due diligence, deal execution, and subsequent integration.
- Ensure integrity of financial analyses and internal controls in providing financial decision support.
- Develop and maintain an active dialogue with various equity and debt capital sources.
- Presentation of transactions to Board and Senior Executives.

Professional Skills

- Knowledge of corporate finance, financial modeling, data analysis, and treasury management.
- Experience with and ready knowledge of transaction structuring and execution.
- Ability to analyze financial data and prepare financial reports, statements, and projections.
- Exceptional proficiency with Microsoft Office products, particularly Excel and PowerPoint.
- Familiarity with standard industry data sources.

Breadth of Experience

- 5+ years of corporate finance experience preferred, but not required.
- Degree in finance, accounting, economics, business, or related field required.
- Investment banking experience preferred but not required.

Personal Attributes

- Strong leadership skills with the ability to lead directly and indirectly.
- Ability to think strategically and possessing strong analytical skills.
- Ability to focus on the big picture while understanding the details.
- Ability to take initiative and work independently with minimal supervision as well as with a team.

- Ability to work with multiple priorities and tight deadlines.
- Commitment to accuracy in all output, including numerical and written material.
- Excellent verbal and written skills to communicate complex information effectively.
- Desire and ability to learn new material quickly.
- Willingness to travel on occasion.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status.