

## **Associate – Investor Relations and Corporate Communications**

### **Job Description**

Financial Profiles is an investor relations and corporate communications firm and we are looking for a bright and enthusiastic Associate. This is an opportunity to join a growing and fast-paced company where you will have a meaningful impact from day one. Our clients consist of prominent companies at all life cycle stages across a variety of industries, and you will be part of a deeply knowledgeable and experienced group of professionals. The opening is in Los Angeles.

### **Key Responsibilities**

- Monitor company, competitor and industry news
- Draft, proof and edit press releases, scripts, and speaking points
- Prepare presentations for investor/analyst days and road-shows
- Engage with clients, sell-side analysts and investors
- Research and analyze industry media coverage in order to find opportunities and trends
- Evaluate 13Fs and peer 13Fs to identify targets and investor changes
- Work closely with senior management on a variety of projects and assignments

### **Qualified Candidates Will Possess**

- Bachelor's degree from a top-tier college or university; master's degree or CFA certification a plus but not required
- One to three years of corporate communications or related experience, either at an agency or in-house
- Excellent written and oral communication
- Proficient in Word, Excel and PowerPoint
- Understanding of and interest in the financial markets and Wall Street
- Ability to thrive and be proactive in a fast-paced, entrepreneurial environment
- Professional, friendly attitude
- Quantitative and qualitative analytical skillset
- Intellectually curious and detail oriented

### **About Financial Profiles**

Financial Profiles helps public, private and pre-IPO companies address issues that affect valuation and corporate reputation. Today's dynamic environment requires an integrated approach to investor communication. With deep and broad experience gained at Wall Street firms, global IR and PR organizations and corporations, our professional teams' skills and experience drive communications strategies that target all stakeholders — Wall Street, employees, customers, the media and regulators. We are headquartered in Los Angeles with offices in San Francisco and Chicago.

To submit your resume, or for more information, contact:

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