



# Munich VP Finance & Controlling

## WHO WE ARE

EMH Partners is a leading growth investment firm that partners with technology businesses and entrepreneurs such as Occhio, Design Offices, Avantgarde, Native Instruments or Brainlab. With its true entrepreneurial heritage, EMH helps businesses through strategic capital, deep industry expertise and a shared vision for growth. EMH Partners has more than €1.5bn in committed capital to build long-term value alongside entrepreneurs and management teams.

## KEY RESPONSIBILITIES AND TASKS

### Portfolio Company Controlling & Valuation

- Performance monitoring of Portfolio Companies based on monthly financial reporting („Flash Reports“) and compilation of the Flash Reports for the Investment Advisory Committee (IAC) as well as commenting on deviations of the investment cases (target/actual comparison)
- Quarterly company valuations for the portfolio companies in collaboration with the Investment Team based on Valuation Policies
- Act as contact person for Auditors and Investors regarding questions on valuation of portfolio companies
- Documentation of changes in the investment structure (e.g. exits, recaps, additional share acquisitions, etc.)
- Ensure full transparency on data track record for all portfolio companies, especially for future performance, KPI-calculations and reportings („Portfolio Monitoring System“)

### Fund Administration

- Coordinate and monitor external fund admin-service providers in Germany and Luxembourg who manage administration and ongoing accounting of the EMH funds and co-investment vehicles
- Coordinate and compile quarterly Limited-Partner-Reporting process
- Review carried interest calculations for the EMH funds
- Review annual financial statements and accompany corresponding audits
- Control liquidity of the EMH funds and coordinate the use of Credit Facilities
- Manage updates of the virtual data room supported by team assistants and IT
- Coordinate the preparation of tax returns for the funds by external tax consultants
- Monitor payment transactions and regulatory reporting (e.g. BaFin, Bundesbank etc.) for the funds
- Calculate and coordinate capital calls and distributions from and to the Limited Partners
- Establish and manage acquisition companies with the support of external service providers and EMH Legal Counsel

### Systems / Processes

- Continuously optimize systems, templates and processes
- Implement projects together with IT to further develop a database-supported reporting system for Portfolio Controlling and EMH funds



## PRIOR RELEVANT EXPERIENCE AND TECHNICAL SKILLSET

- Min. 5 years of experience as a portfolio controller / valuation expert, preferably in a Private Equity or Fund led environment
- Basic knowledge of German and international reporting standards (HGB, IFRS, IPEV) and German tax law and understanding of corporate and tax law structures
- Experience in fund accounting and -administration, knowledge of legal, tax and regulatory frameworks are a plus
- Excellent in German and English, written and spoken

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## PERSONAL CAPABILITIES

### Results orientation

- Goal-oriented self starter with a commitment to excellence
- Hands-on mentality and strong can-do attitude. Willing to get things done. Willing and capable to go the extra mile
- Data driven and highly analytical. Presents quantitative information in a clear way
- High level of accuracy and detail orientation, even under stress and high pressure

### Collaboration & influencing

- Collaborative team player who works seamlessly with all relevant functions (Investment Team, Legal, Risk)
- Strong communication and influencing skills
- Credibility vis-à-vis (senior) investment managers, investors and external service providers (administrators, auditors, banks, lawyers, regulators, etc.)
- Capability to navigate complex stakeholder grids and manage complex stakeholder dynamics
- Highest level of integrity and loyalty

### Team perspective

- Builds trust and leads by strong functional expertise
- Open-minded personality and curious to learn
- Makes continuous improvement a key imperative
- Leads by example and sets high standards for the team

### Strategic perspective

- Capability to act as a real business partner working closely with investment team and legal/risk
- Ability to translate business strategy into financial dashboards with meaningful KPIs to track and maximize business performance

### Please apply

We are looking forward to your application via e-mail at [careers@emh.com](mailto:careers@emh.com)



EMH PARTNERS