

JOB DESCRIPTION FOR ROLE IN PROJECT FINANCE/ DEBT SYNDICATION

<i>Position</i>	Associate
<i>Job Description</i>	<p>Technical: -</p> <ol style="list-style-type: none"> 1. Bank statement and Loan account statement analysis 2. Providing concise and relevant financial analysis by clearly identifying risks 3. Preparation & Submission of Teaser and Project Report 4. Research related work 5. File preparation for bankers/ NBFC's 6. Accompany seniors for client meetings 7. Interact and follow up with clients on required information and clarifications 8. Submission of detailed proposals to banks/financial institutes as per prescribed formats 9. Arranging banker meeting with clients and site visits 10. Handle financial and other queries from banks/financial institutions to facilitate sanction of credit facilities 11. Preparing Data in Bank/FIs format. 12. Present proposal to higher authority with merits, demerits & risk involvement 13. Finalization of terms and conditions of the proposal in consultation with Relationship Managers & Clients 14. Follow up and assist Lawyers & Valuers for preparing Title & Valuation Report 15. Documentation for disbursement & renewal of loans 16. To keep self and the team informed on the relevant regulatory, legal and compliance guidelines. <p>Behavior: -</p> <ol style="list-style-type: none"> 1. Ensure punctuality at all times. 2. Personal Grooming has to be according to firm policies. 3. Prioritize and organize work on a daily basis. 4. Ensure prompt and accurate quality of work and achievement of targets. 5. Send daily reports & updates to partners. 6. Ability to multi-task & manage time effectively. 7. Solution oriented and Ability to self-manage.
<i>Desired Profile</i>	<ol style="list-style-type: none"> 1. CA Inter/ MBA Finance with experience of 6 months – 1 year 2. Passionate about finance as a profession 3. Good working knowledge of the Microsoft office is essential, particularly Word & Excel 4. Good interpersonal skills 5. Excellent written and verbal communication skill 6. Ability to work under pressure. 7. Strong team player
<i>Job Location</i>	Mumbai
<p><i>Interested candidates may send their CVs to finance@fygadvisory.com</i></p>	
<p><i>For any queries please contact – +91 98191 81528; +91 98339 32125</i></p>	