



## First Round – Venture Analyst Job Description

First Round Capital is looking for a Venture Analyst for our San Francisco office.

First Round is a venture capital firm dedicated to helping talented entrepreneurs build remarkable companies. We are not afraid of investing in pre-revenue companies – and often provide a company's first outside capital. As former entrepreneurs, we understand the challenges of launching a new enterprise. We look to take an active role in most of the companies we invest in. We believe our insight and expertise are far more valuable than our capital -- and we look for entrepreneurs who feel the same.

First Round invests nationally and has offices in Philadelphia, New York City and San Francisco.

### Responsibilities:

The analyst position is a two-year commitment. The analyst will be an integral member of the team and will be involved in all aspects of the investment process with a focus on:

- Technical and business due diligence
- Market intelligence development
- Creating and supporting “point of view” on companies
- Investment theses development
- Monitoring of portfolio companies



**Skills:**

Candidate should have strong writing, analytical (qualitative and quantitative), technical, and personal skills required for success in a small but fast moving team environment, including:

- 2-4 years of relevant experience in financial analysis or management consulting, should be able to perform due diligence, develop financial models, and create investment memoranda;

- Ability to analyze a wide variety of businesses in the technology industry;

- Ability to self-direct, analyze, evaluate, and form independent investment judgments

- Record of academic achievement at a top-caliber undergraduate program; recent MBA graduate a possibility;

- Excellent organizational skills and a strong attention to detail.

**At First Round, we value:**

- Integrity
- Intellect
- A strong work ethic
- Independent and original thought

**Location:** San Francisco

**Start Date:** Immediate

**Compensation:** Competitive

**Commitment:** Two years

Please send CV and cover letter to: [jobs@firstround.com](mailto:jobs@firstround.com)

