

## **Georgia Capital is looking for Investor relations & Funding, Senior Manager**

### **About Us:**

**We are a London Stock Exchange listed, largest Georgia-based investment group with a portfolio of companies across various sectors**

Our portfolio of investments consists of LSE premium listed companies: Bank of Georgia (Financial Services) and Georgia Healthcare Group (Healthcare - a holding company of EVEX, GPC, ABC and Imedi L), as well as private companies: m2 Real Estate (Hospitality and Real Estate), Georgia Global Utilities (Utility and Renewable Energy ), Aldagi (Insurance), Teliani Valley (Beverage), Greenway (Car Technical Inspection), Amboli (Car Services), Education business and Redberry (Start-up Incubator and Digital Marketing).

### **Job Description**

Investor Relations & Funding, senior manager will report to the Head of Investor Relations and Funding and, have *inter alia* the following responsibilities:

- Performing a comprehensive analysis, including the business, financial and operational metrics;
- Creating presentations, press releases, and other communication materials for earnings releases, events, and presentations to analysts, brokers, and investors;
- Production of annual reports, and other regulatory materials, with the support from company secretary;
- Managing the investor targeted company website;
- Organizing and participating in investor conferences, investor road shows, earnings conference calls, and investor meetings;
- Monitoring of analyst reports and summarizing key takeaways for CEO & CFO;
- Relationship-building in the investment community, and collaborating with the senior executives and interlinked departments such as finance;
- Provide insights on market activities and present them to CFO;
- Maintaining a company investor relations schedule;
- Communication and negotiation with IFIs/other creditors;
- Communication with rating agencies;
- Funding process support & reporting & analysis;
- Assist development and implementation of investor targeting and monitor investor database;

### **Required qualifications:**

- Solid background in finance. An undergraduate or master's degree in finance, business or economics;
- CFA qualification would be an asset;
- At least 4 years of working experience in the relevant field;
- Understanding of the capital markets, industry dynamics and macroeconomics;
- Understanding of financial modeling techniques and valuation methods;
- Fluency in written and spoken English, and Georgian;
- Excellent knowledge of MS Excel; knowledge of MS PowerPoint, Word, and Outlook;
- Superb data visualization, written and verbal communication skills, as well as the ability to draft engaging and impactful presentations and earnings releases;
- A professional who is detail oriented and has strong analytical skills;
- The candidate must be highly motivated, a team-player and also able to work independently;
- Must be able to perform in a high-pressure environment, and be able to meet tight deadlines;

Interested candidates must apply at:

<https://my.hirehive.io/georgia-capital/jobs/65000/investor-relations-funding-senior-manager>

Deadline to apply: 15 July 2020