

## 2016 Analyst / Associate Recruiting

**Position:** Analyst / Associate  
**Location:** Denver, CO  
**Salary:** Salary and bonus commensurate with skills/experience

Altira Group is a leading venture capital firm with a legacy of successfully investing in and commercializing technology-advantaged oil and gas service companies. Founded in 1996, Altira has backed over 55 companies and is currently investing out of its sixth fund. Altira's advantaged model consists of its deep sector experience, company-building expertise, and its unique investor partnership with a select group of Super Independent oil and gas companies with whom Altira is able to accelerate adoption and quickly scale its portfolio companies. Altira is seeking an Analyst / Associate to work closely with senior professionals to assist in all stages of the investment process, including deal sourcing, due diligence, financial modeling, transaction execution, and portfolio monitoring. Ideal candidates are high-integrity individuals with the background, intellectual curiosity, ability to learn quickly, and entrepreneurial drive to build industry-leading companies.

### Qualifications:

- Three to six years of applicable pre-MBA work experience;
- Knowledge of and working experience in oil and gas via operational and/or financial roles;
- Strong modeling and analytical skills; understanding of finance/accounting fundamentals;
- Excellent critical thinking skills and strategic aptitude; ability to interpret data and provide relevant conclusions/recommendations;
- Excellent interpersonal, verbal and written communication skills;
- Exceptional time/project management and organizational skills;
- High aptitude for accuracy and attention to detail;
- Self-starter with high level of initiative, resourcefulness and strong work ethic;
- Ability and desire to work in a small, collaborative, team-oriented work environment;
- Technical undergraduate degree and/or operational experience a plus; and
- Proficiency in Excel and PowerPoint.

### Responsibilities:

- Evaluate/screen new investment opportunities and prepare investment committee materials;
- Assist in company, market and technical due diligence and research/analysis;
- Perform various financial reviews, including forecasting, analysis and returns modeling;
- Assist in monitoring and strategic/operational planning for portfolio companies;
- Assist in investor administration, communications and planning of tech showcase meetings;
- Present written and verbal industry, competitive and technical research; and
- Report directly to firm's Partners and Principal.

**Tenure:** Candidate expected to commit for a minimum of three years. Strong performers will be considered for advancement within the firm.

**Contact:** Send resumes to Purcell Allen at [pollen@altiragroup.com](mailto:pollen@altiragroup.com)

