



We are looking for:

Alpha Associates is an independent private equity, private debt and infrastructure manager and advisor based in Zurich, Switzerland. We are an international team of 50 professionals and are looking for a Finance Student to support our Investment Controllers and the Investment Team. The firm is owned and managed by its Founding Partners and is an asset manager regulated by the Swiss Financial Market Supervisory Authority (FINMA). Our working language is English.

We manage funds-of-funds and customized accounts for institutional and private clients worldwide. We make primary fund commitments, direct co-investments and buy mature portfolios in secondary transactions.

For the reinforcement of our team, we are looking for a

Finance Student (40%)

You will support our activities with the following tasks:

- Extract quantitative and qualitative information from marketing materials and fund reports and enter it into our investment database
- Document management and filing
- Support the investment team in portfolio monitoring and due diligence processes, perform research tasks
- Administrative tasks

The ideal candidate

You must be a fast learner, efficient and diligent in performing your tasks, team-oriented, read and write English very well and have an interest in the private equity business. You have at least **2 years** of university ahead of you and are willing to stay with us until graduation. Working days are flexible. Ideal start date October 2023.

Are you interested?

If you are interested in working within a dynamic international team in an environment with open communication and a flat hierarchy, please send your complete application to Daniela Watter at daniela.watter@alpha-associates.ch