



## Portfolio Controller (Finance) – Strategic Investments

DTCP is Deutsche Telekom's investment management group with over \$1.6 billion assets under management and advisory, and a portfolio of over 60 companies. The group is dedicated to providing venture capital, special situation investments, and advisory services to the technology, media and telecommunication sectors. It operates and invests in the US, Israel and Europe. We are looking for a Portfolio Controller (m/f) for our strategic investment fund starting at the earliest possible date.

### Tasks:

As a member of our finance team, you will act as key connection between DTCP, our strategic investment portfolio and the finance functions of the corporate sponsor Deutsche Telekom. You will prepare reports and valuations relating to our strategic portfolio companies for senior management and Deutsche Telekom. In addition, you will support our investment professionals in the closing of strategic investments, on-going governance decisions, funding rounds as well as divestments. You will work closely with our investment professionals as well as other members of the finance team, reporting directly to our Chief Financial Officer. In addition, you will collaborate with Deutsche Telekom's shared service centers as well as our external accounting and tax service providers in Germany, USA and Israel. Your primary tasks and responsibilities will include the following:

- Monitoring of monthly, quarterly and annual financial reporting and preparation of reports, both for individual investments and at the fund level
- Preparation of quarterly and annual valuations and presentation to our senior management as well as support of external valuation reviews
- Support the senior investment professionals with regards to governance decisions at our portfolio companies
- Coordinate the closing procedures for investments and divestments
- Maintenance and improvements of our portfolio controlling and archiving systems in collaboration with our IT experts
- Preparation of case studies, portfolio analyses and updates for the investment committee and limited partners, both on a regular basis and in response to ad-hoc queries
- Coordinate interactions with DT finance functions on controlling of the strategic portfolio

### Profile:

You bring at least 3-5 years' full-time experience in a similar function at either an asset management / controlling position of an international large enterprise or a finance-oriented firm (venture capital fund manager, asset manager or family office). Alternatively, you may have advised such companies with regards to their portfolios at an international accounting firm. Furthermore, you have the following skills and qualifications:

- Bachelor's degree, ideally Master's degree in a relevant field of study
- Thorough understanding of the Venture Capital industry, especially with regards to controlling of early stage companies
- Proficiency in MS Office, in particular Excel, ideally basic understanding of relational databases
- Fluent German and English
- Strong analytical and organizational skills, with high attention to detail
- High level of assertiveness coupled with the ability to work autonomously in a cooperative setting
- The desire and ability to work in a small, effective team environment

### Contact:

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