

Role Title

Analyst, Investment Accounting

Role Summary

Whitehorse Liquidity Partners (“Whitehorse”), based in Toronto, is a fast-growing private equity firm focused on accelerating liquidity on private equity portfolios through structured solutions. Whitehorse seeks to provide customized and flexible liquidity solutions for private equity investors through the use of structured solutions with existing investors or outright purchases of portfolios which are subsequently structured into different securities. Whitehorse currently has US\$3.4B under management across three funds.

Whitehorse is seeking a diverse, energetic, and dynamic individual who thrives in a fast-paced, high-performance, entrepreneurial environment. The Analyst will be an integral member of the Investment Finance team and will focus on the day-to-day operations of Investment Accounting.

Role-Specific Accountabilities

- Monitor and book daily transactions, track investment information (cost, unfunded commitment, etc.)
- Reconcile cash, holdings and capital activity and investigate and resolve any discrepancies
- Maintain books and records and calculation of fund and investment Net Asset Values (NAV)
- Prepare capital activity notices including capital calls and distributions
- Liaise with fund administrator to complete activities
- Prepare investor P&L allocations, including distribution waterfalls and capital call and distribution notices
- Prepare NAV workbooks, financial statements, and partner capital statements
- Participate in annual audit process including the preparation of audited financials statements and note disclosures
- Process daily underlying investment correspondence
- Assist with implementation of new projects

Education, Experience & Capabilities

- University degree in accounting, finance, economics; and/or professional accounting or finance designation (CPA, CFA)
- 1 year of experience in Fund Accounting, preferably within a Private Equity environment
- Be proficient in the Microsoft Office suite of software applications
- Strong attention to detail and efficiency oriented
- Ability and willingness to take ownership and responsibility of projects
- Excellent verbal and written communication skills
- Proven ability to work in a challenging, professional and deadline driven work environment

At Whitehorse Liquidity Partners, we are committed to fostering an inclusive, accessible environment where all employees feel valued, respected and supported. We are an equal opportunity employer that values a diverse workforce and a culture that reflects and celebrates diversity of thought, background and experience.

If you require an accommodation for the recruitment/interview process please let us know when selected to take part in our recruitment process, so that reasonable arrangements can be made for the appropriate accommodations to be put in place.

We thank you for applying, however, only those selected to continue will be contacted.