

**Role Title****Associate, Investment Finance (Valuations & Reporting)****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\$7.9B under management. Whitehorse is seeking diverse, energetic, and dynamic individuals who thrive in a fast-paced, high-performance, entrepreneurial environment.

The Associate plays an essential role in the day-to-day operations of the Investment Finance team and supporting the firm in achieving its business goals.

Reporting to the Manager, Investment Finance, the Associate is a detail-oriented professional with several years of data analysis and finance experience, complemented with a strong technology background, focused on the private equity and/or alternative asset classes.

**Role-Specific Accountabilities**

- Assist with reconciliations of investment portfolio data and work toward single point of data entry.
- Oversee both manual and systematic Optical Character Recognition (OCR) data extraction processes for underlying fund and portfolio company data sets, including oversight/review of data quality to ensure completeness, accuracy, and reasonability.
- Work closely with Technology team on design and implementation of robust Excel-based upload processes (both from internal sources and from external third-party sources), system-based quality checks, internal controls, and exception handling.
- Provide oversight and develop daily reasonability checks of new Tableau exposure tables and charts, ensuring data completeness, including exception handling, error investigation and resolution with internal teams.
- Work with internal teams (Asset Management, Finance and Technology) to coordinate closing of new transactions to ensure that final transaction data is uploaded to the database and presented in Tableau in a timely manner.
- Identify and implement solutions to continuously improve efficiency and effectiveness through the automation of processes.

## **Education, Experience & Capabilities**

- University degree in accounting, finance, economics; and professional accounting or finance designation (CPA, CFA) an asset
- 3+ years of relevant data analysis and/or data quality experience working with raw data, manipulating large datasets, and performing reasonability testing and reconciliations
- Subject matter expertise in data management, including hands-on experience implementing data governance, data quality and data analytics processes
- Experience working with data analytics tools would be beneficial:
  - Preferred toolset:
    - Data extraction and manipulation (SQL, Python, R)
    - Databases (Google BigQuery)
    - Cloud (Google Cloud Platform - GCP)
    - Data visualization tools (Tableau) with demonstrated experience at creating interactive dashboards
- Strong attention to detail with a mindset for automation and efficiency
- Ability and willingness to take ownership and responsibility of projects
- A problem-solver guided by an entrepreneurial mindset and the ability to embrace a changing environment
- Proven ability to work in a challenging, professional and deadline driven work environment
- Experience working on cross-disciplined teams to analyze business needs and devise appropriate solutions
- Strong MS-Office skills including Excel and PowerPoint

## **Our Commitment to Inclusion and Diversity**

At Whitehorse Liquidity Partners, we are committed to being a truly diverse firm and fostering an inclusive and supportive culture. Employing a talented, diverse, and inclusive workforce is more than just an obligation; it is a critical component of our growth aspirations and a competitive advantage of our Firm.

In addition, we are committed to fostering an inclusive and accessible recruitment experience where all candidates are valued, respected, and supported.

If you require an accommodation for any part of the recruitment process (including alternate formats of materials, accessible meeting rooms, etc.), please let us know, and we will be pleased to work with you to meet your needs.

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