

**Deputy Manager – Investment**

The Citizens Foundation · Karāchi, Sindh, Pakistan (On-site)

## About the job

**Description****Investment Evaluation**

- Identify and propose investment opportunities (equity, real estate, or other asset classes) in line with the approved investment policy.
- Evaluate opportunities for both financial returns and alignment with the organization's mission and social impact objectives.
- Develop and maintain financial models to assess returns under different scenarios and variables.

**Due Diligence**

- Conduct thorough due diligence for potential investments.
- Monitor approved investments and provide regular performance updates.
- Assess investment risks with a focus on capital preservation and responsible fund stewardship.
- Prepare investment analysis and recommendations for decision-making forums.

**Reporting & Governance**

- Ensure investment documentation is accurate, complete, and compliant with internal policies.
- Prepare and present investment memos, proposals, and progress updates to leadership.
- Track NAV and benchmark performance to evaluate portfolio results.
- Produce periodic reports on investment performance, risks, and portfolio summaries.
- Coordinate with finance and other teams to support long-term organizational sustainability.

**Required Skills**

- Strong understanding of financial and capital markets
- Proficiency in portfolio and market analysis
- Advanced financial modeling skills, including scenario and sensitivity analysis
- Excellent analytical, problem-solving, and decision-making abilities
- Strong communication and stakeholder management skills
- Sound business judgment with high attention to detail
- Knowledge of responsible investing principles and NGO financial sustainability practices

**Education**

MBA (Finance) from a reputed university; CFA preferred.

**Experience**

3+ years of relevant experience in portfolio management, investment analysis and financial modeling

To apply: <https://www.linkedin.com/jobs/view/4386728360>