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**HAMILTON  
ROBINSON  
CAPITAL  
PARTNERS**

## Hamilton Robinson Capital Partners

### Associate Job Description

2022

#### COMPANY OVERVIEW

Hamilton Robinson Capital Partners (“HRCP”), founded in 1984 and based in Stamford, CT, is a leading private equity firm specializing in control equity investments in North America-based lower middle market companies in the industrial growth and commercial B2B sectors. HRCP has a particular focus on investing in family-owned industrial and commercial services, operational technology, business services, and technical manufacturing businesses. The team has commenced investing out of its new Fund V acquiring three platform companies during the final nine months of 2021.

HRCP’s investment strategy leverages a growth-focused, theme-driven investment process. The team values true partnerships with management teams and operational involvement. HRCP typically targets private companies with EBITDA of \$3-15+ million.

Please find additional information about the firm at [www.hrco.com](http://www.hrco.com).

#### RESPONSIBILITIES

The HRCP team plans to add a full-time, pre-MBA Associate to its investing team and is targeting candidates with a 1-3 years of investment banking, consulting or relevant corporate finance experience. The position will be based in Stamford, CT. There is currently a hybrid office/work from home structure, and the candidate normally will be expected to be in the Stamford office a minimum of 3 days a week pending work travel requirements.

HRCP is leanly staffed with seven investment professionals and offers an opportunity for significant hands-on involvement, growth, and advancement in a mentorship environment. The Associate will contribute to all phases of the investment life cycle. Primary responsibilities include:

- Preparation of investment memos and other presentations
- Rigorous financial analysis, including financial modeling and data set analysis
- Supporting internal and third-party investment due diligence
- Portfolio company management including special projects and CEO/CFO support
- Board observer roles
- Industry research
- Deal sourcing – platform and add-on acquisitions
- Developing relationships with third-party lenders and other transaction support specialists
- Lead and support various internal initiatives

#### KEY ATTRIBUTES

This is a varied role with significant opportunity to grow within the firm. HRCP seeks candidates who adopt a “firm-first” mentality with a focus on the following values: integrity and transparency; rigorous focus on work product and analysis; internal collaboration and mentorship; and results-centered accountability.

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[www.hrco.com](http://www.hrco.com)

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Relevant experience and characteristics include:

- 1-3 years of investment banking, consulting or relevant corporate finance experience
- Expertise in advanced quantitative modeling and financial accounting in Microsoft Excel
- Extensive experience preparing presentations in Microsoft PowerPoint and Word
- Ability to thrive in a rigorous, analytical environment with high attention to detail
- Self-starter who can interact collaboratively but also operate independently
- Ability to quickly develop domain expertise in sector focus areas
- Team player
- Excellent communicator
- Keen interest in investing
- Ability to build industry relationships
- Demonstrated track record of exceptional academic and professional accomplishment
- Unquestionable integrity and professionalism
- Ability to adapt to varied job requirements and areas of contribution