



Partners Enterprise Capital
Job Description: Risk Management Associate

Partners Enterprise Capital LLC (PEC) is seeking a Risk Management Associate with a minimum of three to five years of experience to join its Enterprise Management team in Chicago.

PEC is an independent investment management firm with over \$16 billion of assets under management in the form of long-term private equity investments in real estate operating companies (REOCs) throughout the United States and primarily in the industrial, residential and retail sectors. This position will be an important member of the Enterprise Management team which supports the strategic operations across the business including the firm's risk management efforts.

This position provides an exceptional opportunity to be part of a small company that employs an innovative and highly successful business model in close collaboration with our capital partner and portfolio companies' management teams. The approach is strategic and relationship-driven versus transactional, with a long-term view that includes business building versus simple execution of investment strategies. PEC has a flat organizational structure and all roles are broad and dynamic. A significant foundation of organizational resources and capital is in place to facilitate continued growth of the portfolio, both through the organic expansion of existing portfolio companies as well as investments in new REOCs.

The qualified individual will be an analytical thinker with strong interpersonal skills, a great work ethic, willingness to wear multiple hats, and a desire to be an integral part of a team-oriented business. This person will embrace and reinforce the importance of strong internal controls throughout the organization. This individual will have excellent communication skills and the desire to work on multiple priorities at the same time. This role is critical to the team's continued growth and success.

The primary areas for which this individual will be accountable:

- Support REOC and PEC risk management and audit activities including the following:
 - o Operational Audits
 - o Property Management Audits
 - o Cyber Audits
 - o Risk Assessments
- Assist with oversight of financial management internal controls
- Support the review of Business Continuance Plans
- Monitor equity and debt capital usage, capacity, and reporting
- Contribute to Environmental, Social, Governance initiatives
- Assist with special projects as necessary including incident reporting

Required skills, capabilities and experience:

- At least 3 to 5 years of relevant experience
 - o Professional and/or academic training in the fundamentals of Accounting, Auditing, Risk Management, and/or a related field
- Bachelor's degree required, preferably with a concentration in Accounting, Risk Management or a related discipline
- A Certified Internal Auditor, Certified Fraud Examiner, or Certified Public Accountant are desired but not required
- Demonstrated knowledge of, and experience using, risk management principles and practices
- Demonstrated knowledge of internal controls
- Irreproachable character and integrity
- Critical thinking and problem-solving skills
- Effective reasoning and decision-making
- Strong analytical skills
- Meticulous attention to detail
- Excellent written and oral communication skills
- Highly organized and ability to multitask and prioritize workload to meet established deadlines
- Ability to collaborate and form great relationships with others

PEC is an equal opportunity employer and makes employment decisions on the basis of merit. Company policy prohibits unlawful discrimination based on genetic characteristics or information, race, color, creed, sex, gender, gender identity, religion, marital status, partnership status, age, national origin or ancestry, alienage, physical or mental disability, medical condition, veteran status, sexual orientation or any other consideration made unlawful by federal, state or local laws.

LinkedIn: <https://www.linkedin.com/company/partners-enterprise-capital/about>

To express interest, please email a resume and personal statement to careers@pec1999.com