

Danube Angels is a fast growing financing platform and Angel Network based in Vienna with focus on intermediating investments into interesting and innovative companies from the DACH and CEE regions. We believe in talented entrepreneurs in Central Europe and support them on their international expansion. Among others, we apply the so-called Smart-Money-Concept and actively identify and attract new business clients for our portfolio companies after financing.

We are currently looking for an assistant in our financing team to support our project managers in the preparation and execution of financing campaigns as well as the management of our investors and portfolio companies.

Financing Assistant

Workplace: Bad Fischau-Brunn/Vienna and remotely

Job description:

- Support in identifying and selecting new financing projects from the DACH and CEE region
- Management of our financing pipeline
- Preparation of financing proposals and campaign documents
- Administrative tasks
- Taking care of good and long-term relationships with portfolio companies and investors

Requirements:

- working proficiency German (B2 minimum), working proficiency in English (B2 minimum), other language skills of advantage
- Know-How in the area of financing of advantage
- Strong communication skills and pleasure in working with young companies
- Creativity and openness to the use of new solutions and concepts
- Team player attitude
- Excellent work organization and ability to conduct processes also remotely up to 50 %
- Administration skills: Microsoft Office
- Strong skills in social media: LinkedIn, Facebook

We offer:

- Work in an innovative and international start-up environment
- Becoming part of a rapidly growing and ambitious international group
- Independence and responsibility in the implementation of entrusted tasks
- An open-minded environment
- The possibility to implement your own initiatives
- Base salary, up to 20 hours per week, fair bonus arrangement and flexible working hours

If you're interested please send your application to info@danubeangels.com.

Please include the clause: „I agree to the processing of personal data provided in this document for realising the recruitment process pursuant to the Personal Data Protection Act of 10 May 2018 (Journal of Laws 2018, item 1000) and in agreement with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).”

Danube Angels GmbH

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