

Position Description	
<b>Position Title:</b> Investment Manager	<b>Date:</b> March 2018
<b>Reports to:</b> General Manager Investment and Business Development	<b>Location:</b> Brisbane
<b>Primary Division:</b> AAM Investment Group Pty Ltd	<b>Direct Reports:</b> 2

Position Purpose
<p>AAM Investment Group is an Australian owned and operated provider of investment, asset management and consultancy services. We structure, operate and manage investments across agriculture, rural and commercial property and regionally based infrastructure, drawing on the team’s knowledge and experience in these sectors to improve investment performance through operational and technological efficiencies and improved management.</p> <p>Supporting the General Manager Investment and Business Development, the Investment Manager contributes to the identification, assessment and pursuit of new business opportunities and the development of recommendations, including feasibility analysis, financial modelling and due diligence for prospective and/or ongoing acquisition and investment initiatives. The Investment Manager leads the development of the new business and acquisitions by evaluating, structuring, and negotiating value-creating growth opportunities.</p> <p>AAMIG is committed to providing a safe and healthy workplace for all staff, clients, and visitors to our facilities. All staff are required to contribute to and promote a continuous workplace health and safety culture.</p>

Key Responsibilities
<ul style="list-style-type: none"> <li>• Manage new business and acquisition projects, ensuring the strategy is monitored and tracked</li> <li>• Provide leadership, development and coaching to a team of staff in the delivery of business development and investment solutions</li> <li>• Lead the development of specific corporate and business unit strategic projects and drive acquisition activities</li> <li>• Develop evidence based business cases for new initiatives, providing detailed financial modelling to project the financial returns</li> <li>• Support a wide variety of complex transactions including acquisitions, joint ventures and capital raisings</li> <li>• Manage due diligence activities including financial modelling, investment appraisal and feasibility analysis on prospective acquisition and investment initiatives</li> <li>• Contribute to investment and contract negotiation and implementation including coordination of the legal review of contracts</li> <li>• Manage the preparation of business development/marketing documents including presentations</li> <li>• Oversee investor relations activities and maintain an understanding of our Client portfolio, with a view to identifying common opportunities and strategies</li> <li>• Maintain an awareness of targeted business sectors, client activity, synergies and further prospects, and potential initiatives for development</li> <li>• Leverage, maintain and grow industry networks to support business development activities</li> <li>• Liaise and collaborate with various stakeholders in the development of commercial submissions</li> <li>• Assist in the preparation of board papers, reports and other business documents to support business strategy and benchmarking</li> <li>• Coordinate, analyse and present regular competitor and market analysis</li> <li>• Assist with the improvement of processes that will increase efficiencies in the development of proposals</li> </ul>

**Experience /Qualifications**

- Tertiary qualifications in Business/Commerce or relevant discipline
- Minimum of 4 years in a similar role
- Demonstrated experience undertaking commercial and strategic analysis and development of recommendations for new business opportunities
- Strong financial modelling and due-diligence experience

**Competencies and Skills**

- Ability to lead a team of staff in the delivery of a range of business development and investor relations activities
- Self-driven to source new business and to maintain existing business relationships
- Understanding of the full business development process from front end through to strategy and bid submission
- Ability to influence decisions, work collaboratively and take the lead where needed
- Effective communication at all levels with the ability to maintain high level relationships with key stakeholders both internal and external
- Advanced presentation skills

**Key Relationships**

<p>Internal:</p> <ul style="list-style-type: none"> <li>• Senior management</li> <li>• Project Manager</li> <li>• Regional Operations Managers</li> <li>• Site Operational Managers</li> <li>• Other head office employees</li> </ul>	<p>External:</p> <ul style="list-style-type: none"> <li>• Builders</li> <li>• Subcontractors</li> <li>• Vendors, suppliers</li> <li>• Local councils</li> </ul>
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