

VAULT IS HIRING

Position: **Financial Associate**

Location: **Tbilisi, Georgia**

Employment type: **Full-time**

Workplace type: **Remote**

About Vault Partners

Vault Partners is an investment platform with an integrated advisory boutique empowering growth-oriented companies, investment firms, and high-net-worth individuals (HNWIs). With a global network of industry insiders, multidisciplinary experts, and investors, Vault helps companies and investors unlock value where conventional firms do not see it. Vault's goal is to push growth, realize investment and protect client interests through strategic funding or tailored mandates.

Role Overview

We are looking for a Financial Associate with strong financial-modelling skills and a genuine interest in cross-border investments to join our team. You will support our advisory and investment teams across multiple mandates from valuation and market analysis to financial structuring and deal execution.

Responsibilities

- Develop and maintain financial models to support valuation, structuring, and investment decisions
- Conduct detailed financial, market and sector analyses to support deal execution and due diligence
- Support internal reporting, financial projections, and scenario modelling for strategic initiatives
- Assist in preparing pitch materials, investment memoranda and client presentations
- Track and monitor portfolio company performance, flagging key financial developments to senior team members
- Collaborate with internal teams and external partners on ongoing deals and portfolio projects
- Contribute to the development of internal financial templates and analytical frameworks

Qualifications

- 1-2 years of relevant experience in finance, investment, consulting, or a related role
- Solid understanding of financial statements, valuation methodologies and capital structures
- Advanced proficiency in Excel/Google Sheets; experience with PowerPoint and financial databases is an advantage
- Degree in Finance, Economics, Accounting, or a related field; postgraduate qualification or certification (CFA, FMVA, etc.) is a plus
- Fluent in English; proficiency in additional languages (French, German, or others) is an advantage
- Strong analytical, organisational and communication skills with a sharp attention to detail
- Self-driven, adaptable and able to operate effectively within international, fast-paced teams

What we offer

- ✓ Competitive compensation
- ✓ Direct exposure to high-impact deals, fundraising processes and investment structuring
- ✓ Close collaboration with senior leadership
- ✓ Engagement across multiple sectors and jurisdictions, including Europe, the Middle East and Central Asia
- ✓ Flexible remote work arrangement

To apply:

Please send your CV, a brief cover letter outlining your relevant experience, and your salary expectations to info@thevaultpartners.com.

Subject line: Financial Associate, Tbilisi - [Your Full Name]

Application deadline: 31 July, 2026

Applications will be reviewed on a rolling basis. Only shortlisted candidates will be contacted.