**Job Title:** Analyst/Associate – Public Finance

**Level:** Mid-Level

**Location:** New York, NY preferred

**To apply, please email:** Resumes@AcademySecurities.com

**About Academy:**

We were founded in 2009 by former US Naval Officer Chance Mims, as our nation’s first post 9/11 military veteran and disabled veteran owned and operated investment bank and broker dealer.

Academy Securities specializes in:

* Public Finance
* Equity & Debt Capital Markets
* Institutional Agency Trading: Equity & Fixed Income
* Investment Banking

Our firm’s goal is to achieve a minimum of 50% military veterans employed throughout our organization. Today, Academy Securities is proud that 44% of our employees are military veterans and we are dedicated to consistently increasing the ratio. As of 2020, 63% of our firm’s equity is owned by military veterans.

We believe the financial industry is a service industry requiring frequent contact and lifelong relationships with our clients and partners. Our mission is to serve our clients and protect their interests. When we take on a client, they become part of our team, and we are fundamentally committed to the fact that all short- and long-term success in the financial markets is predicated on collaboration, high frequency interaction, and collective accomplishments.

**Responsibilities:**

* Prepare Request for Proposals - track and monitor RFPs
* Work with senior colleagues to prepare pitch books and presentation materials related to client marketing including assisting with bond pitches for municipal underwriting opportunities
* Assist in monitoring and managing existing transactions including waivers, amendments & extensions
* Present research and analytics to senior members of the team to support new business opportunities and stay abreast of industry trends and current market conditions
* Participate in weekly companywide and department wide calls
* Provide ad hoc reports for management as requested

**Required:**

* 1-3 years’ experience within a Public Finance department
* Experience responding to RFPs
* Authorized to work in the United States for any employer
* Strong communication skills - both verbal and written
* Strong technical skills within Microsoft Suite

**Preferred:**

* Veteran or veteran’s spouse
* Series 7
* Highly collaborative and flexible
* Self-Driven and motivated