



PORTFOLIO ASSOCIATE

Cordoba Ventures (CV) is hiring for our on-ground start-up team. This is an outstanding opportunity for an individual of min. 1 to max. 4 years' experience with high energy and commitment to impact investing, at the intersection of social impact and business ventures.

About You

- You take **pride in your work as the legacy of your life**
- You **seek new experiences** in order to grow beyond your previous limits
- You Jump in, **take charge and act**, in the absence of leadership
- You **self-start** and solve problems through **resourcefulness**
- You believe that **you are in charge of your destiny**, and that short-cuts only create problems
- You are Humble, and **question your assumptions**
- You do things **contrary to conventional wisdom**
- You are **dissatisfied with the status quo** and want to change the way things are
- You have strong written expression, and a keen eye for detail
- You have an interest in the arts, maybe a **hidden poet and artist inside....**
- You are committed to life principles similar to CV's mission and core values: *Curiosity, Meritocracy, Integrity, Seeking Excellence in the Smallest Matters....*
- **You may or may not have a college degree - No qualification alone is sufficient for the role!**

About Cordoba Ventures

Cordoba Ventures is an impact venture and investment holding company, developing operating platforms for the middle income segment in the healthcare and education sectors.

We are a start-up team of experienced operators, supported by an Advisory Board, building cost efficient, impact focused, service delivery models at affordable prices. Our goal is to achieve a balance scorecard of impact and commercial KPIs, ensuring scalability and sustainability, for transforming systems in the segments we operate. Our key value proposition is local execution, coupled with implementation of global quality standards.





We seek **passionate leaders** committed to the double bottom line of impact, financial sustainability and transforming systems in education and healthcare. **Entrepreneurial spirit, a humble can-do attitude**, and a preference for **hands-on execution** are a few traits you will need to thrive at Cordoba Ventures and to help us accomplish our goals.

Our on-ground team in Karachi is executing healthcare and education projects that are scaleable to other cities, and eventually to other growth markets.

Position Description

CV is looking to hire a full-time Portfolio Associate for;

- 1) Identifying sectors and building detailed financial, operational feasibility models for ventures
- 2) Executing roll-out plans of the business models, including site visits and engaging with advisors
- 3) Develop new innovative matrices for impact evaluation and business KPIs, including deployment of data capture and reporting systems
- 4) Co-ordinate and directly execute administrative and business activities
- 5) Write Blogs, Marketing Materials and Official Communications (including social media)
- 6) Formulate creative marketing campaigns and other materials for client capture and branding
- 7) Assist CEO in all administrative and business aspects of executing the Business Plan

This is an **operational, field-based immersion**, for a candidate looking to develop execution capabilities.

Other Characteristics

- Financially numerate - experience in financial analysis, and advanced excel is a plus
- Prior work experience in start-ups, local governments or field environments will be preferred
- Location: Karachi based

Application Requirements

Kindly submit to connect@cordobaventures.com your Resume and Cover Email (of less than 650 words)

- 1) Your motivation for working in a) start-ups, b) impact ventures, and c) field operations
- 2) Explain your biggest personal or professional failure or loss

