

**Finance
&
Investment**



Oxford Capital

IBD Assistant

**Produce Industry Research and Due Diligence in
Oxford Capital IBD**

Job description:

- 1、Collect and analyze information include target enterprise's products, financial status, growth and governance structure, and company competitiveness ranking.
- 2、According to the actual situation of the target enterprise, to conduct sub-industry research and industry information collection to confirm the actual position of the target enterprise in the industry base on the industry framework, market analysis, product research and other relate factors.
- 3、Rationalize analysis of the key financial data of the target company, make comprehensive judgment on its business results based on the company's actual market strategy, forecast future performance and estimate the company's stock price range in the future, and output a due diligence report for investors to make decisions.

Attachment Schedule:

Week	Sunday - Thursday	Friday	Saturday
Week1	<ul style="list-style-type: none"> Finished preview of the attachment information package (including industry overview, enterprise profile and position introduction). Finished the career tendency assessment. 	19: 00-21: 00 <ul style="list-style-type: none"> Opening ceremony: New student meeting; Descriptions of management requirements and auxiliary support opening. 	19: 00-21: 00 <ul style="list-style-type: none"> Industry training: Explain the practical significance and core purpose of due diligence in investment banking projects, how to confirm the company's future expectations base on business development , and give case-based explanations for the framework of due diligence. Task release: Recent core tasks and work acceptance requirements of IBD Assistant.
Week2	Task 1: <ul style="list-style-type: none"> Collect information base on the background information of the target company. Sunday 19: 00-21: 00 Career Workshop: Appraisal interpretation and team coaching.	19: 00-21: 00 <ul style="list-style-type: none"> Attachment group work meeting. Submission of attachment task 1 . 	<ul style="list-style-type: none"> Career guidance: One-On-One Tutoring about Career Planning by Career Mentor (appointment) . 19: 00-21: 00 <ul style="list-style-type: none"> Attachment guidance : Deep analysis and advise on the submitted information collection with every group of interns.
Week3	Task 2: <ul style="list-style-type: none"> Analyze and confirm the status of target company base on existed and further data collection. 	19: 00-21: 00 <ul style="list-style-type: none"> Attachment group work meeting Submission of attachment task 2 	<ul style="list-style-type: none"> Career guidance: One-On-One Tutoring about Career Planning by Career Mentor (appointment) 19: 00-21: 00 <ul style="list-style-type: none"> Attachment guidance: Deep analysis and advise on the submitted task with every group.
Week4	Task 3: <ul style="list-style-type: none"> Combined with the target company's financial statements, analyze key financial data, make judgment on operating results and estimated future company's stock price pricing range, the final output a version of the due diligence report for investors to make decisions. 	19: 00-21: 00 <ul style="list-style-type: none"> Attachment group work meeting Submission of attachment task 3 	19: 00-21: 00 <ul style="list-style-type: none"> Industry acceptance: Work summary report and comments Career guidance:: Business mentor explain professional development and growth path
Week5	Group perfected and submitted the final attachment results as per the tutor's reviews		<ul style="list-style-type: none"> Attachment feedback: Sent attachment evaluation to every intern in combination with the comprehensive feedback of business mentor and career mentor