

Business Analyst

Roles & Responsibilities:

- Research & support **due-diligence** on potential deals
- **Conduct market studies through primary or secondary research**, conduct in-depth interviews with clinicians based locally or overseas
- Research and recommend useful conferences, platforms or events for profiling of Trendlines and portfolio companies
- Plan, coordinate and manage events (e.g. investor roadshows, pitch sessions)
- Plan and execute marketing / marcomms plan
- **Work with mature portfolio companies on overall marketing & comms strategies**, including marketing budget, website, video content, standees etc
- Work closely with portfolio companies on their marketing decks/pitch deck; investor decks
- Support in the review, edit and writing of proposals, grants, reports, write-ups

Skills and Requirements:

- Degree in Business, marketing , science, engineering and/or related discipline
- At least 2 years' experience in marketing/ business related field
- Experience in the healthcare/medical sector will be an advantage
- Prior experience in **research consulting** would be an advantage
- Exceptional project organization and time management skills, including the ability to prioritize multiple competing project timelines while ensuring all deadlines are met.
- Ability to take initiative, work independently or as a part of a team, to execute plans
- Strong writing & communication skills

Interested applicants, please send CV to: hr_sgp@trendlines.com