



ASSOCIATE – UNDERWRITING
CHICAGO, ILLINOIS

TPG Twin Brook Capital Partners (“TPG Twin Brook”), TPG Angelo Gordon’s middle market direct lending business, is a direct lending finance company focused on providing cash-flow based financing solutions for the middle market private equity community. The business is managed by highly experienced, dedicated professionals who have successfully worked together throughout their careers at leading middle market lending institutions. TPG Twin Brook’s flexible product suite allows for tailored financing solutions for leveraged buyouts, recapitalizations, add-on acquisitions, growth capital, and other situations. For more information, visit www.twincp.com.

Principal Responsibilities

- Conduct transaction due diligence, including review of data room files and development of initial due diligence question lists.
- Identify and analyze merits and risks associated with transactions.
- Conduct industry research in addition to Offering Memorandum information and third-party reports.
- Prepare first draft of term sheets and commitment letters.
- Support deal team on preparation of screening memos and underwriting memos, including financial modeling.
- Active participation in internal investment committee meetings.
- Prepare charts and sections for materials to be used in syndicated transactions.
- Support syndication closing process, including coordination with Operations.
- Support deal closing process, specifically, funds flow and administrative documentation.
- Provide backup/support on team portfolio accounts on monthly basis, including:
 - Spreading financial data.
 - Analyzing credit and financial metrics.
 - Maintaining organization of files.
 - Recalculating compliance certificates.
 - Working with Operations to provide updates and complete information requests.
- Meet deadlines and fulfill administrative requirements.

Requirements

- Minimum of 2-4 years of experience in financial environment.
- BS/BA in Finance, Accounting, Economics, or related field.
- Expertise in accounting and financial analysis, with proficiency in financial modeling.
- Ability to balance detail with broader issues in both written and oral communication.
- Understanding and ability to manage internal and external deal processes.
- Flexibility to adapt to changing priorities and timelines through planning, analytical, and problem-solving capabilities.
- Ability to build productive working relationships with various functions and be comfortable interacting with sponsors, management, investors, external partners, and others.
- Proficiency with CapIQ, Pre Quin, Microsoft Office Suite and other MS-Based applications with particular reference to MS Excel, MS Word, and MS PowerPoint.
- Strong organizational skills with a logical approach and time management.
- Excellent written and verbal communication with attention to detail.
- Discretion and ability to handle confidential and sensitive information.