

## Senior analyst & deputy/head of research: £45,000 – £75,000

*Do you have a strong interest in researching the UK's top-performing private companies and entrepreneurs, and want to develop your management and account handling skills in a senior role in an entrepreneurial company based in Oxford?*

**Fast Track** is looking for an experienced company analyst & research manager to join as deputy head or head of research, and help manage our team of 21 researchers (13 permanent and eight freelance). You will:

- have a strong interest in analysing the performance of the UK's top private companies at the micro unit of analysis of their individual accounts, as opposed to aggregated trends and industry-wide insights
- personally lead the detailed financial research of one or more of our seven annual high-profile private company league tables, seeing your work published in **The Sunday Times** and used on a proprietary basis by our sponsors
- help drive the continuous improvement of the output of our 21-strong research team, striving to retain and grow our reputation as the UK's leading research firm focusing on scale-ups and top-performing private companies
- help account manage our predominantly London-based blue-chip sponsors; and also provide research support for business development activities for both our long-standing existing and potential new sponsors

This is a new, much expanded role, replacing our deputy head who is a qualified accountant and is leaving after six years to go travelling. There is the opportunity to be appointed, or rapidly promoted to, head of research if you have the requisite people management and financial research skills (which does **not** require knowledge of complex financial modelling).

The ideal candidate will be attracted to working full-time in Oxford for a small entrepreneurial company (25 permanent staff) founded 20 years ago and will be a graduate with at least five years' relevant company research on a micro, as opposed to macro, insight level of analysis, likely gained from working at:

- private equity or investment banking firms
- business consultancies
- accountancies
- law firms
- data research firms
- executive search firms

### The role

Key

- *Team management:* take responsibility for the quality of Fast Track's research output by helping to manage a 21-strong team of 13 in-house and eight freelance researchers, who are largely drawn from accounting and professional services backgrounds; and, in particular, be responsible for driving Fast Track's learning culture of continuous operational improvement
- *Project management:* lead, manage and help conduct the research and publication of one or more of our annual league tables published in **The Sunday Times** featuring the UK's top-performing private companies, ranging from fastest-growing, such as Brewdog and FarFetch, to biggest, such as Dyson and JCB
- *Research:* identify, research and analyse companies, and conduct telephone and face-to-face interviews with their founders and entrepreneurs at company visits, such as from Susan Ma of Tropic Skincare to Will Shu of Deliveroo; engage them as part of our alumni network and secure their attendance at some of our 27 annual invitation-only networking dinners
- *Financial analysis:* conduct relatively straight forward financial analysis of private-company accounts (practical knowledge required but it does **not** require complex financial modelling); and capture the information on Fast Track's database
- *Account handling:* help manage and service one or more of our blue-chip sponsors, which range from Grant Thornton, HSBC and BDO (7+ yrs), to DHL Express and Virgin Media Business (2 yrs); and prepare for, attend and follow-up on sponsor meetings in London, supporting our CEO or director of research

Other

- *Networking dinners*: work closely with our events team (6 people); for instance, provide tailored financial information and shareholder analysis on companies and directors in order to compile relevant invitee lists and provide biographical descriptions of key guests attending to our sponsors; and attend up to 10 dinners a year to meet entrepreneurs, and to service our sponsors
- *Social Media*: help write our daily social media output on Twitter and LinkedIn; and contribute to the development of our nascent social media strategy
- *Business development*: provide research and presentation support to senior directors

## The person

- Graduate with at least five year's relevant company research and project management experience
- Detailed working knowledge of, and interest in, analysing the private-company performance on a micro-level of their accounts, as opposed to aggregated industry trends and insights; experienced at using financial data sources as research tools, such as Companies House & BvD's Fame; and competent at Excel and Access
- Highly service-orientated, with some experience of account-managing senior level clients
- Organised, with meticulous attention to detail; and the ability to deliver to tight deadlines
- Excellent inter-personal skills, and able to write clearly and concisely
- A strong interest in, and some knowledge of, entrepreneurs and private companies

You will initially report jointly to our head of research operations, who has been with the company for 12 years and has a masters from Oxford's Said Business School; and to our director of research & editorial, of five years, who was previously enterprise editor of *The Daily* and *Sunday Telegraph* for nine years.

## The company

*Who we are*

- Fast Track is based in **St Clements** in **Oxford**, and is the UK's leading research and networking events company focused on top-performing private companies and entrepreneurs, which we rank in our annual league tables published in **The Sunday Times**
- It was founded in 1997 by our chief executive Hamish Stevenson with cornerstone, and ongoing, sponsorship from Richard Branson and Virgin
- Our sole source of revenue is from our sponsors, who use it to raise their profile in a sector, and to meet and win new business from hard-to-reach entrepreneurs and directors at our company visits and networking events
- We employ 25 full-time members of staff at our office in Oxford, and eight freelance researchers, some of whom have worked with Fast Track for over ten years

*What we do*

- We publish seven private company annual league tables in **The Sunday Times**; and our 27 highly-regarded, invitation-only events create valuable networking opportunities for their entrepreneurial directors and our sponsors
- We conduct 300+ annual research visits to companies shortlisted for our league tables, accompanied by partners from our sponsors, where we interview the founders, chief executives and finance directors
- Our sponsors include: Virgin (all 20 yrs); UBS Wealth Management, Lloyds & HSBC (13+ yrs); Barclays, BDO, Hiscox & Grant Thornton (7+ yrs)
- Attendees and speakers at our events range from founders of our alumni growth companies such as Fever-Tree, Matchesfashion.com and Skyscanner, to the founders and CEOs of our alumni from the largest private companies such as Ineos, Dyson, and Pret A Manger
- Our annual flagship conference and awards dinner has been hosted by Richard Branson for all 20 years

## To apply

Please email [jobs@fasttrack.co.uk](mailto:jobs@fasttrack.co.uk) with a one-page application letter, stating why you would excel in this role, your current salary and notice period, and where you saw the vacancy; and a copy of your CV.

First round interviews will be held on the afternoon/evening of **Wednesday 13 September**. For further info, contact Eva Gronbech or Faye Preston Smith on 01865 297 100.