

JOIN OUR TEAM

# Controller (m/f/d)



**Munich Private Equity Partners Management S.A. is part of Munich Private Equity, one of Germany's leading independent financial services companies.**

Headquartered and regulated as an AIFM in Luxembourg, Munich Private Equity Partners Management S.A. manages a global portfolio of private equity fund-of-funds for institutional and professional investors.

As a leading private equity fund-of-funds manager with a truly global perspective, we provide the platform to advance your career to the next level.

## What you bring

- Effective team leadership and communication skills, including the ability to motivate, develop and give feedback to your team
- A strong background in asset management or fund administration for alternative investments
- Excellent knowledge of Lux GAAP
- Ability to "lead by example" including by stepping into a preparer role as needed
- A keen eye for process improvements and automation
- Interest in working across multiple departments and learning new functions (investment controlling, RTA, risk management, etc.)
- Excellent organizational skills and motivation for you and your team to meet deadlines
- Demonstrated ability to perform high-quality reviews of other's work
- Firm grasp of the relevant Luxembourg regulatory framework, e.g., CSSF circulars related to accounting and fund administration
- Strong written and verbal communication skills. Fluent English skills are required; German and/or French is a plus
- Thoughtful analysis and problem solving skills
- Proficient in Microsoft Excel

## What we offer

- Working in an interesting and growing segment of the financial industry with attractive longterm perspectives
- Gaining experience in multiple functions of a regulated AIFM
- Becoming part of an international team
- Competitive compensation package and annual leave allowance
- Flexible work arrangement
- Exclusive co-investment opportunity for employees

## Primary responsibilities

- Timely and accurate production of financial reports including fund accounting closes, financial reporting, management reports and investor reporting under Lux GAAP for SIF, RAIF and unregulated structures with a high degree of accuracy
- Coaching, development and review of the work of a four-person accounting team
- Developing and implementing accounting, valuation, and investment monitoring policies and procedures
- Reviewing LPAs and similar constitutive documents in anticipation of fund launches
- Oversight of the underlying investments of the funds
- Serving as the link between the accounting team and managing directors and taking responsibility for the work product of the accounting team
- Responding to ad hoc requests from other departments as well as management
- Taking a leading role in new system developments
- Understanding and applying the provisions of underlying fund legal documentation in the context of accounting, investment monitoring and fund administration more broadly
- Reviewing capital calls and distributions from underlying private equity fund investments as well as to our investors
- Responding to requests from our investors
- Planning and managing the fund audit process
- Supporting external tax consultants in connection with U.S., German, Luxembourg and other tax filings
- Close collaboration with the portfolio management, risk, sales and other teams



**Are you looking for a career in an international company that appreciates creative independent thinking and entrepreneurial spirit?**

Join us and become part of an innovative, open-minded culture that values enthusiasm and encourages different perspectives.

Please send your cover letter and CV via e-mail to:  
[hr@mpep.com](mailto:hr@mpep.com)



For further information, visit [www.mpep.com](http://www.mpep.com).