

As a **Market Analyst** at JM Search, you are responsible for supporting the search process, including candidate sourcing, identification and assessment. Each JM Search employee is empowered to make decisions, share ideas, and shape the future of our firm, as well as your own individual career path. We take great pride in being the best at what we do, but we also care about having fun while we do it.

We have spent more than 40 years identifying, attracting, and retaining high-performing company builders within our own firm and understand how to scale without sacrificing culture. We care deeply about providing continuous development opportunities for each member of our team – from recent graduates to our managing partners – and believe by caring for our people, they in turn care for our clients.

Interested in being a part of our unique story and culture?

A Values-Driven Firm:

As a values-driven firm, we take a disciplined approach to hiring professionals that are fully aligned with our core values. This meticulous approach has been our secret sauce for delivering excellent service to our clients for 40+ years.



Caring



Commitment



Diversity



Integrity



Inclusiveness



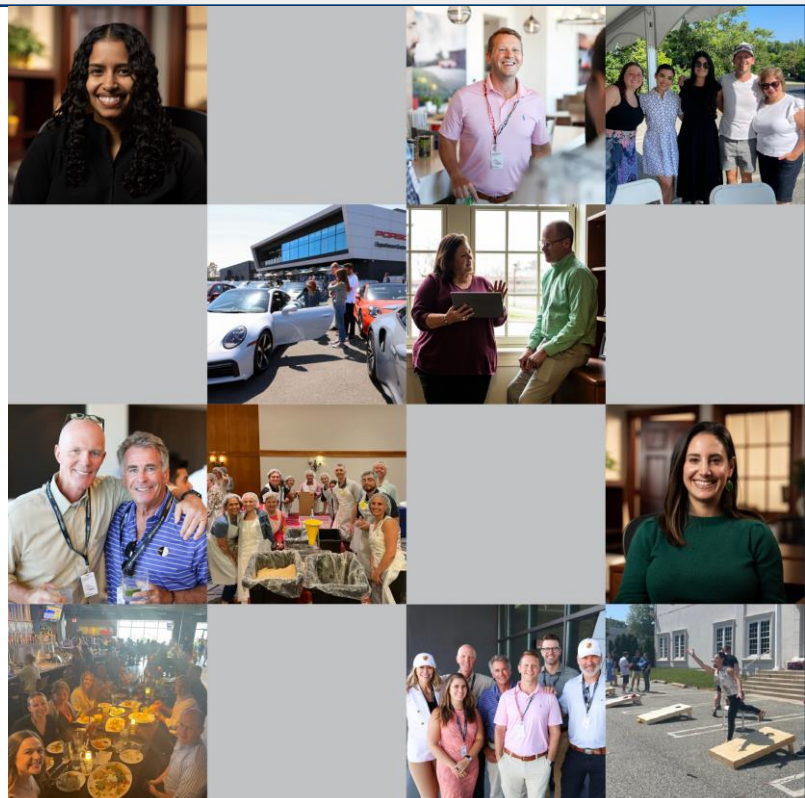
Accountability

About JM Search

JM Search is the leading retained executive search firm for private equity, and other growth-oriented private and public organizations.

With over 40 years of experience, our partners are immersed in your search every step of the way, supported by a passionate, cohesive team of recruiting experts. With deep sector and functional-specific expertise, we've built expansive professional networks from decades of firsthand experience to ensure the best possible outcomes for our clients and their businesses.

One firm, focused on you.



Responsibilities:

- Work closely with the Recruiter and Client Partner to provide market research in support of existing searches and business development opportunities.
- Provide a detailed analysis of a given market, including information on relevant target companies and competitive landscape, key executives and industry news and trends.
- Collaborate with Recruiter and Client Partner to develop ideal candidate profile and key criteria/requirements, and lead effort on candidate pool development using online resources and our Internal database.
- Assist in developing materials to support the search process, including position descriptions, candidate write-ups, update reports and meeting recaps.
- Help to ensure that JM Search internal database, Thrive, is up to date with latest search information including candidate pool, status, resumes, comp information and any appropriate notes.
- Support Recruiter and Client Partner in project management by helping to schedule meetings (internally and with clients), prepare documents and maintain awareness of deadlines and deliverables.
- Assist in developing materials for new business pitches, including JM Search marketing materials, relevant search work, market maps and bios.
- Maintain current awareness of and share industry news as it relates to existing clients and new business development opportunities.

Qualifications & Experience:

- Bachelor's Degree preferred; competitive intelligence/knowledge management advanced studies a plus.
- Recruiting and/or executive search experience preferred.
- Effective writing and editing skills coupled with outstanding attention to detail.
- Ability to manage multiple research projects at once.
- Strong verbal and interpersonal communication skills.
- Must have proficiency in Internet research, Word, Excel, PowerPoint and Outlook

We offer a comprehensive compensation and benefits package including a healthy 401(k) match, excellent health, vision, and dental benefits, and flexible working options. We are an equal opportunity employer and value diversity at our company. We do not discriminate on the basis of race, religion, color, national origin, gender, sexual orientation, age, marital status, veteran status, or disability status.