



JOB OPENING – Luxembourg

Junior Fund Controller (Private Equity Funds)

SwanCap Investment Management S.A. is seeking to hire a Junior Fund Controller to join our growing team in Luxembourg.

This is a unique opportunity for a motivated early-career professional to gain hands-on experience in private equity fund operations, financial controlling, and asset management. You will play an active role in the oversight of daily fund operations – including cash management, fund accounting, depositary interactions, and investor communication – while also gaining exposure to broader fund and portfolio management activities. At SwanCap, we empower individuals to shape their professional path and actively contribute to the evolution of their role.

Duties include:

- Analysis, accounting, and record-keeping of capital call and distribution notices received
- Review of capital call and distribution notices for SwanCap investors
- Review of financial statements and capital account statements
- Reconciliation of fund accounting, registrar & transfer agent, and depositary data
- Direct involvement in cash management and treasury
- Support the directors in the preparation of budgets and forecasts
- Supporting the various activities of Portfolio Management and the production of internal and external presentations to be used for either reporting or marketing purposes

Requirements:

- Work permit in the EU
- Strong academic background with a university degree providing good knowledge of finance and accounting
- English fluency is a must
- Excellent attention to detail and good judgement, supported by logical decision-making
- Computer literacy with sound Excel and PowerPoint skills
- The candidate should be confident, possess strong ethics, and be a self-starter with the ability to operate as a true team player in a dynamic environment

- Any work experience (full-time or internship) with a fund manager/administrator, an accounting/audit firm or in the accounting/finance department of a financial institution or corporation, would be a plus

Offer:

- Join a leading specialized private equity buyout funds asset management company
- Collaborative work environment and support for continuous professional development
- Competitive base salary
- Discretionary bonus
- Future potential participation in investment performance-related remuneration (e.g., carried interest)
- 30 vacation days
- Lunch vouchers and office parking

About SwanCap:

SwanCap Investment Management S.A. is an authorised AIFM and is regulated in Luxembourg by the Commission de Surveillance du Secteur Financier (CSSF). Together with its advisor SwanCap Partners GmbH, the SwanCap group is a leading independent private markets investment management platform with a focus on private markets in Europe and North America. Currently, SwanCap has approximately €5 billion of assets under management, including seven highly successful private equity funds. SwanCap's high calibre global investor base includes pension funds, sovereign wealth funds, and large family offices from Europe, North America and Asia. Today, SwanCap is an established player in the industry, being perceived as a "strategic partner" to many leading private equity managers. With offices in Munich, Milan, New York and Luxembourg, SwanCap provides customised investment solutions integrating Primary and Secondary Private Equity Fund investments and Direct Private Equity Co-Investments. By leveraging a differentiated investment strategy, prudent risk management, and rigorous selection and due diligence processes, SwanCap has consistently delivered strong returns ahead of its peer group. SwanCap believes its competitive advantages are difficult to replicate and offers a unique value proposition for its investors and clients.

Please apply by email to:

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