

CITYMARK
CAPITAL

Job Title:	Real Estate Financial Analyst	Location:	Cleveland, OH*
Position Type:	Full-time	Travel Required:	Some travel required
Date Posted:	March 9, 2021	Posting Expires:	April 30, 2021
Applications Accepted By:	hringmanager@citymarkcapital.com	HR Contact:	Robin Martucci, Director of Finance and Fund Administration

External Posting URL:

ABOUT CITYMARK CAPITAL:

Citymark Capital is a privately held, Cleveland-based real estate private investment firm. Citymark Capital specializes in investments in multi-family value-add acquisition projects in US markets. <https://citymarkcapital.com/>

POSITION DESCRIPTION:

Citymark Capital is seeking a Real Estate Financial Analyst with zero to five years of experience in financial modeling and underwriting real estate properties/investments with a focus on commercial properties. This position is a unique opportunity for a high energy individual to join a real estate private equity platform with rapid growth potential.

The ideal candidate will be detail oriented, self-motivated and technologically fluent. We expect a strong work ethic and commitment to represent Citymark with dependable professionalism.

RESPONSIBILITIES INCLUDE BUT ARE NOT LIMITED TO:

- Model cash flows of investment properties and evaluate results against benchmarks; make recommendations to the investment committee through well-crafted investment underwriting presentations
- Assist in developing pro-forma financial reports, develop and update financial models, underwriting templates and sensitivity analyses
- Assist in all aspects of investment due diligence, including coordinating research, working directly with prospective operating partners and/or developers and third-party vendors
- Research and analyze demographic, economic, geographic, market and property data
- Participate in building Investment Memorandums based on research results
- Assist with maintenance of asset valuation models throughout the life of an investment to identify trends, mitigate risks and incorporate conclusions in investor reports.
- Collaborate with teammates to help build business in an energizing and dynamic environment
- Other duties as assigned

QUALIFICATIONS AND EDUCATION REQUIREMENTS:

- Bachelor's degree in Business Administration, Economics, Finance or closely related field
- MBA a plus

PREFERRED SKILLS:

- Highly advanced Excel model creation and manipulation experience is expected
- Zero to five years of financial research and analysis experience
- Analytical and quantitative skills combined with ability to articulate findings
- Exposure to real estate underwriting and ability to make investment recommendations based on research results
- Strong oral and written communication skills
- Self-motivated with the ability to manage multiple priorities simultaneously under tight deadlines
- Detail oriented, balanced with the ability to understand overarching strategic priorities.
- Client relationship skills

ADDITIONAL NOTES:

Citymark Capital is an equal opportunity and affirmative action employer. All qualified candidates will be considered for employment without regard to race, color, religion, gender, age, disability, sexual orientation, national origin, veteran status or any other category protected by law. Citymark Capital is a drug and tobacco free workplace.

Chosen candidate may be required to receive the COVID 19 vaccine, to the extent permitted by law.

*Citymark Capital's office is located at One Cleveland Center, 1375 East 9th Street, Suite 2880, Cleveland, OH 44114.

Circumstances due to COVID-19 pandemic may initially necessitate adjustments to work location.