

Acumen Companies, a multidisciplinary, opportunistic real estate development and investment company based in DC, is looking for a **Real Estate Acquisitions Analyst** to assist senior management in the pursuit of new investment opportunities, as well as the asset management of owned deals. This position will be responsible for sourcing, underwriting and securing multi-family real estate investment opportunities. The position will be based in DC, but also occasionally evaluate and manage opportunities in other target domestic U.S. markets.

## **EXPERIENCE, SKILLS, AND QUALIFICATIONS**

- **Commercial Real Estate Experience**
- **PASSION for REAL ESTATE**
- **Masters Degree in REAL Estate Development**
- Bachelor's degree in Real Estate, Finance, Economics or other related field required.
- 1 year relevant experience preferred.
- Extensive experience with Microsoft Excel & excellent financial modeling skills.
- Excellent research skills and aptitude to understand the dynamics of various locations, submarkets, economic conditions and financial markets.
- Both qualitative and quantitative skills are required, strong math and writing skills are necessary.
- Superior interpersonal and communication skills with the ability to interact with real estate brokers, investors and senior managers within various groups of the company
- Organizational skills and attention to detail, with the ability to prioritize and manage multiple projects simultaneously.
- Ability to function both in a team-oriented setting and independently.
- Strong sense of personal motivation, responsibility, and entrepreneurship.

## **DUTIES AND RESPONSIBILITIES**

- Work directly with senior management to evaluate multi-family real estate investment opportunities throughout the United States.
- Coordinate with brokers and/or joint venture partners to gather all necessary materials for target acquisitions.
- Develop preliminary opinion on potential acquisition target valuation incorporating all provided materials.
- Responsible for underwriting or preparing valuation models for potential acquisitions as well as making presentations to senior management to assess and discuss potential acquisitions including operating strategy and exit strategy.
- Prepare quarterly reports comparing actual to budgeted performance.
- Analyze monthly property-level financial statements.
- Conduct property site inspections.
- Participate in weekly, monthly, and quarterly reporting to senior management.
- Perform and/or assist with special projects as needed by management.
- The position will report directly to the firm's senior principals.

## **PERSONAL ATTRIBUTES**

- Uncompromising personal integrity.
- Tenacious in meeting deadlines, with a strong sense of urgency and good self-management discipline. Capable of working effectively under pressure.

- Organized and efficient, with good ability to define priorities; good at figuring out the processes necessary to get things done.
- Ability to work autonomously – this is a small firm without much administrative support.
- Must be a confident, team player who listens to internal and external input but can take decisive action.