

Financial Analyst (Real Estate Department)

Real Estate Financial Analyst will support the Real Estate Team in providing various types of analytical and reporting support. They will be responsible for developing and maintaining annual Work Plans for each regional deal negotiator, the annual rent budget and Real Estate and Construction department budget. The position also coordinates with the Vice President, Real Estate and Construction all strategic analysis of landlord portfolios

Responsibilities

- Build and execute financial analytical models for evaluation of upcoming store lease actions, potential expansions/relocations & remodeling projects, competitor monitoring, market & mall reviews, and location analysis
- Build dashboards and reports that integrate data from across different sources to provide superior business and operational insights to senior leadership
- Performs site research, demographics, and mapping; collects, compiles, and researches information on existing locations
- Develop financial and analytical reports; respond to ad hoc financial reports and analytical requests (e.g., RE300, analysis by brand, store volume and mall tiers, market, and developer, spotlight new store report)
- Complete the North American Estate Committee recap and final proforma review
- Updates and distributes the North American Results by Store Report (RE300) on a quarterly basis
- Performs the North American proforma updates for monthly, quarterly and annual changes
- Assistance in the maintenance and validation of the RE database providing for timely, accurate, and fact-based information for structured and ad-hoc reporting and queries, and exception based portfolio review
- Complete Lease Analysis as necessary and discuss details with team. Emphasis on extracting accurate and complete information from a lease with respect to costs, key dates and language
- Work with the Senior Manager during the budget/business plan cycle to review and complete the final budget for each asset within the portfolio
- Ensure accuracy of data contained in the RE300 and provide Finance with any changes and required updates

Qualifications + Experience

- Bachelors degree in Real Estate or Finance, or equivalent experience in related field
- 3+ years of experience in real estate, research/financial analyst for a national/regional retailer
- Proficiency in retail finance and reporting
- Must have working knowledge in and financial models
- Knowledge of statistical and financial procedures including reporting, analysis, budgeting is required
- High level of proficiency with Microsoft Office products such as Excel, Word, PowerPoint, etc
- Possess exceptional organizational skills with the ability to handle multiple tasks/projects, while working independently
- Excellent written and verbal communication skills, and strong interpersonal and relationship building skills
- Position requires an individual with a passion for creating actionable performance insights that can drive real estate strategy refinements
- Self-motivated with critical attention to detail and deadlines