

Harrison Street Real Estate Capital
<http://www.harrisonst.com>
Position: Assistant VP, Asset Management
Chicago, IL

Harrison Street is a leading investment management firm exclusively focused on alternative real assets. Since inception in 2005, the Firm has created a series of differentiated investment solutions focused on demographic-driven, needs-based assets. The Firm has invested across senior housing, student housing, healthcare delivery, life sciences and storage real estate as well as social and utility infrastructure. Our experience spans investments on or near 180 universities and deep relationships with 30 top healthcare systems and 50 best-in-class operating partners. The Firm has more than 195 employees and approximately \$32.1 billion in assets under management. Harrison Street has acquired or developed 1,148 properties in 7 countries that equate to approximately \$40 billion in gross real estate cost. We continue to innovate with this unrivaled network throughout North America and Europe.

Harrison Street is seeking to hire an Assistant Vice President within the Asset Management group whose focus will be on managing investments and executing in the investment strategy in the firm's continuously growing real estate holdings. Candidates should possess broad-based analytical skills, proficient in Microsoft Excel, superior communication skills, and proven research skills. The individual must be able to efficiently allocate time between multiple tasks, changing priorities, tight deadlines and provide analytical support within the Asset Management team.

Job Description: Specific duties will include:

- Manage relationships and execute investment strategy with a select group of existing operating partners and third party service providers;
- Review and analyze budgets and business plans across partner relationships;
- Model hold/sell/refinance scenarios;
- Assist in the disposition process with operating partners including presentation of the transaction to investment committee and oversight of the due diligence and closing process;
- Attend property tours for assigned partner relationships;
- Analyze and monitor property level financials and debt obligations;
- Review and analyze lease transactions;
- Evaluate and recommend required capital improvement programs including scope of work and economic analysis;
- Oversight of property operations including property management and leasing terms;
- Assist in negotiating property management and leasing agreements;
- Review and approve appraisal reports as completed by third party appraisal management firms and complete annual internal valuations;
- Assist the Acquisitions group with underwriting transactions including preparation of pro forma cash flow projections;
- Coordinate purchase of interest rate derivatives;
- Assist in the recruiting and training of new employees and interns;
- Accountable for joint venture and fund-level financial models.

Background Required

- Bachelor's degree – Real Estate and Finance concentrations preferred;
- 6+ years of applicable experience required including a minimum of 2 years in an asset/portfolio management role;
- Experience effectively creating the investment strategy for, and managing the investment performance of various property types;
- Knowledge of fundamental real estate principles, finance and accounting;
- Strong written and verbal communication skills;
- Ability to draw conclusions from research and data analysis and communicate them effectively and confidently;
- Thorough understanding of real estate valuation software (Argus preferred);
- Highly motivated, organized, and self-directed individual eager to learn all facets of asset management.