JLL
Position: Analyst, Capital Markets - Multifamily
www.jll.com
Chicago, IL

We're JLL—a leading professional services and investment management firm specializing in real estate. We shape the future of real estate for a better world by using the most advanced technology to create rewarding opportunities, amazing spaces and sustainable real estate solutions for our clients, our people and our communities. As a Fortune 500 company, we help real estate owners, occupiers and investors achieve their business ambitions. We have operations in over 80 countries and a global workforce of over 92,000 individuals. We believe a diverse and inclusive culture is one where everyone succeeds. That's why we're committed to creating an environment where we all feel welcomed, valued and empowered to achieve our full potential.

This position is focused exclusively on the sale of multifamily commercial real estate. Investment Advisory Analysts are involved in every stage of a transaction, including underwriting, market research, BOV and RFP prep, property tours, preparation of offering memorandums, marketing materials, negotiations, due diligence, closing, and client meetings / events. The candidate would be an integral member of a dynamic, high-energy, experienced team of brokers, analysts, and graphic designers.

## Main Responsibilities

- Advanced financial modeling for real estate valuations using a proprietary excel model or RedIQ and additional analytic support for broker opinions of value.
- Prepare investment advisory marketing content—including research pieces, new business proposals, offering memorandums, and supplemental marketing pieces through collaboration with Producers, Analysts, and Graphic Designers.
- Collaborate with graphics support for the preparation of polished and effective marketing and new business materials (listed above).
- Thoroughly analyze client financials, rent rolls, and other real estate documents including appraisals, notes, leases, market surveys, etc.
- Manage the due diligence process for assigned transactions staying in constant communication with the producer, prospective investors, the buyer, and the client.
- Visit properties for data gathering and lead property marketing tours. Attend new business pitches.
- Participate in weekly and ad hoc meetings with producers to discuss deal flow, deal status, market conditions, and review new client leads.
- Build client network in and out of the office through meetings, industry events, and involvement in real estate professional organizations.
- Obtain real estate license.

## Experience Required

- 3+ years (excluding internships) of experience in a financial analysis role preferably in the commercial real estate industry. Ideally, candidate has worked in real estate acquisitions, dispositions, financing, development, and/or asset management. Additional experience with property management, architecture, accounting, marketing, and marketing analytics is a plus.
- Advanced excel skills including experience with financial databases, valuation models, and VBA. Experience with real estate valuation software including Argus or RedIQ is a plus.
- Ability to analyze quantitative information and present it graphically. Ideally, candidate has experience composing marketing materials and new business proposals for in-person sales pitches (power point or adobe).
- Excellent organizational, interpersonal, quantitative, writing, and communication skills; able to interface with top level executives.
- Candidate should be self-motivated, inquisitive, analytical, team-oriented, communicative, creative, solution-oriented, client-centric, and versatile.
- Desire to grow within a strong team atmosphere and develop peers while working towards singular goal

## Education

- Bachelor's Degree in Real Estate, Finance, Accounting, or related discipline or an equivalent combination of education and experience. MBA or Master of Real Estate is a plus.