

## Harrison Street Real Estate Capital

<http://www.harrisonst.com>

**Position: Analyst**

**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. Since its inception, 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.

**The Position:** Harrison Street is seeking to hire an Analyst within its Portfolio Management group. The position will be a key member of the open-end core fund portfolio management team with exposure to the entire firm as well as senior leadership. Candidates should be self-starters who possess broad-based analytical skills, knowledge of accounting and financial statement preparation, strong understanding of Excel, and superior written and oral communication skills. The individual must be able to effectively allocate time between multiple immediate, short-term and medium-term tasks, changing priorities, strict deadlines and provide analytical support for multiple people within management.

**Job Description:** Specific duties will include:

- Overall financial analysis responsibilities for the Portfolio Management group;
- Assist in the establishment of fund level goals and objectives and track performance against such goals;
- Monitor fund level financial performance to identify and communicate opportunities and threats;
- Work closely with Asset Management to monitor asset level performance;
- Analysis of sector, strategy and partner performance;
- Maintain portfolio investment and diversification summary for presentation to the firm's Investment Committee;
- Coordinate and assist in the completion of quarterly and annual investor reporting material as well as various internal reporting;
- Prepare presentation materials for annual investor and Advisory Committee meetings and quarterly webinars;
- Participate in the annual business plan and quarterly valuation process;
- Coordinate with Investor Relations and Accounting groups to process and respond to investor requests;
- Update and maintain the portfolio financial projection models to calculate and project fund level cash flows and returns;
- Analyze the financial impact of proposed capital events (sales, refinances, etc.) to the fund performance;
- Utilize third party applications (Yardi, Chatham, Argus, iLevel etc) for data collection and analysis;

### **Background Required**

- Bachelor's degree or work experience in real estate and/or finance preferred;
- Proficient in Microsoft Excel and financial modeling;
- Core knowledge of real estate principles, finance and accounting;
- High attention to detail, organized, and self-directed individual eager to learn;
- Strong written and verbal communication skills.
- Entry level position, but previous real estate analysis experience is a plus