

Position: Development Associate for Commercial Real Estate Investment Firm

Description: Echo Development Group, Inc. is currently seeking a real estate Development Associate to be an integral part of the company's growth plan. The successful candidate will work closely with senior leadership and be exposed to all stages of the acquisition, development and operational processes. The primary role of the position will be asset management and deal analysis. This role has a direct impact on the performance of the property and the portfolio. Projects include medical office, industrial and retail properties within the disciplines of: value-add redevelopment, ground-up new construction, and new store/clinic development.

Responsibilities:

- Market investigation of potential acquisitions, competitive properties, and local market fundamentals.
- Updates financial analysis of investment opportunities, including the creation of detailed pro-forma models.
- Assist in the execution, reconciliation, and accounting of ongoing investment and development projects.
- Review and analysis of preliminary investment information received for potential investments
- Assist in preparing and presenting new investment, financing or disposition recommendations and updates on existing investments or portfolio status.
- Actively engaging with owners, brokers, equity partners, lenders, attorneys, and all other related departments, as appropriate.
- Develop, analyze, and update project proformas, budgets, schedules, and action plans throughout project life cycle.

Qualifications:

- 0-5 years of previous experience in real estate development, analysis, banking, finance or accounting preferred
- B.A. or B.S. Degree, required, or pursuing same with a completion date in 2021
- Team player with strong leadership skills, problem solving skills and ability to multi-task and prioritize to achieve desired project/team goals and deadlines
- Excellent organizational skills including strong follow-through and multi-tasking skills within a fast-paced environment required
- Effective written and oral communication skills
- Proficient in MS Office Suite and Adobe Acrobat

Qualified Candidates can submit resumes to:

info@echodg.com