

DIRECTOR, CAPITAL MARKETS & FINANCE

POSITION SUMMARY

Reporting to the CFO, the Director, Capital Markets & Finance is responsible for establishing and maintaining relationships with sources of debt capital and raising such capital for the existing portfolio, new property acquisitions, and new development projects; managing the existing loan portfolio by ensuring compliance with loan covenants; and reviewing monthly and annual financial model updates. The incumbent is responsible for managing transaction due diligence, preparing loan and/or marketing packages for lenders or other sources of capital, and management of loan administration and financial management staff.

QUALIFICATIONS

- Education:** A bachelor's degree in finance or accounting is required; an MBA in real estate or finance is preferred.
- Experience:** Minimum of five (5) years of experience in commercial real estate is required with extensive experience in managing due diligence for and closing commercial real estate financing transactions, performing financial analysis, reading and negotiating loan documents and managing loan compliance. Previous experience managing and developing subordinate personnel required.
- Skills:** Excellent communication (both written and oral), negotiation and problem-solving skills required. Must be able to handle multiple high-priority tasks simultaneously and be highly proficient in Excel and Argus. Must have in-depth knowledge of commercial real estate loan documentation.