

Position: Intern, Acquisitions/Dispositions

Location: New York, NY

Responsibilities

The Intern will conduct market research, underwrite potential acquisitions and dispositions, prepare presentations for senior management, as well as rotate to other departments to get exposure to the full scope of the retail real estate business.

- Partner with leasing, development, leasing, market research and property management teams to develop detailed, asset level business plans
- Conduct market research and strategic portfolio analyses
- Prepare and present detailed investment memorandums; effectively communicating underwriting assumptions and trade area dynamics (including economic, demographic and market data, rent and sales comparables)
- Support senior analysts and associates with institutional-quality financial analyses utilizing Excel and Argus software, including cash flow projections and sensitivity analyses
- Prepare cash flow projections and sensitivity analyses using Microsoft Excel and ARGUS Valuation-DCF
- Work on special projects as assigned

Qualifications

- Strong undergraduate record. Studies in finance, real estate, architecture, or economics preferred.
- Basic familiarity with real estate finance and leasing concepts
- Demonstrated interest in real estate
- Proficiency in Microsoft Excel and PowerPoint; Adobe Illustrator, AutoCAD or GIS applications a plus
- Strong technical aptitude and desire to learn new software
- Detail-oriented with strong analytical and organizational skills
- Works well in a collaborative and entrepreneurial environment
- Excellent interpersonal, communication and networking skills necessary to effectively interact with senior management, brokers and other outside parties

Location: Corporate Office in New York, NY (unless unsafe then virtual)

Pay: \$17 per hour

Duration: Monday, June 7 – Friday, Aug 20 (flexible)