

# Real Estate Vice President

Eastdil Secured

Salary: *Competitive*

Employment: Full Time

Work Place: Office

Real Estate Field: Brokerage, Sales / Leasing

Location: MA

## Description

### **Real Estate Vice President**

### **Eastdil Secured LLC**

### **Boston, MA**

Eastdil Secured is the foremost provider of financial advisory services to real estate owners. We combine superior capital markets expertise with a deep understanding of real estate fundamentals to execute a wide range of transactions for our clients to produce superior results. Our integrated platform combines conventional real estate advisory and brokerage with the corporate finance and capital markets expertise of an investment bank. This allows Eastdil Secured to create value for clients through unparalleled advisory services, individually-tailored structures, and marketing/placement programs that set the industry standard.

Our team is dedicated to the sale, financing and recapitalization of all major real estate product types including office, life science, retail, hospitality, industrial and multifamily properties throughout North America and Europe.

### **Job Title**

Vice President

## Responsibilities

- Primary responsibilities include financial underwriting, due diligence review, and transaction execution
- Function as an integral part of a deal team and must have the ability to effectively interface with senior management and clients
- Mentor and instruct Associates, Analysts, and other subordinates in the tools and methods required to effectively procure, underwrite, and transact or otherwise execute their responsibilities. Oversee associates/analysts' production of OM content and financial underwriting
- Prepare presentation materials for prospective clients. Be responsible for creating client pitches & presentations (with support of associates/analysts).
- Actively participate in client presentations
- Ensure all deliverables meet client standards
- Facilitate client meetings
- Provide subject matter guidance and direction to functional team
- Recognize and build relationships that ultimately lead to new business
- Track cross-selling opportunities and take responsibility for team integration. Quarterback the marketing process and make sure things are moving along as scheduled (kick-off calls, marketing updates, etc.)
- Conduct property tours

## **Required Qualifications**

- 5+ years of commercial real estate experience, brokerage experience, or a combination of both
- A BS/BA degree or higher
- Ability to simultaneously lead multiple projects
- Strong financial modeling skills
- Strong computer modeling skills including robust Excel and Argus capabilities

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## **Other Desired Qualifications**

Candidates must demonstrate a combination of academic aptitude, quantitative skills, personal motivation, and distinguished written and oral communication skills. It is strongly preferred that your background includes:

- Eastdil Secured requires each non-administrative exempt staff member (Analyst and above) to be licensed as appropriate in the respective region
- Dedication to building a career in the financial services industry with a focus on real estate finance
- Extensive experience in commercial real estate with a focus on investment sales
- Demonstrated ability to develop and maintain client relationships
- Proven ability to generate revenue and actively participate in the successful completion of complex transactions
- Strong verbal and written communications to interact effectively with customers at various levels of staff and management
- Working knowledge of MS Office applications
- Demonstrated ability to perform quantitative and qualitative analysis of deals using financial modeling techniques and a strong attention to detail
- Demonstrated ability to consistently produce high quality work under tight time frames
- Demonstrated ability to manage multiple projects and priorities to conclusion within agreed upon deadlines
- Willingness to work long hours in a demanding, highly focused, collaborative, and team environment
- MBA or Master's degree a plus

## Job Functions

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- Acquisitions
- Capital Markets
- Underwriting

## Job Sector

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Not specified

## Experience

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5+ to 7 years

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