

## Acquisitions Analyst

Canadian Urban Limited is an institutional real estate investment manager. We seek an experienced Real Estate Acquisition/Disposition Analyst for our Toronto office. Canadian Urban offers analysts the opportunity to work collaboratively as a member of the Acquisitions team to evaluate real estate investments across Canada.

The position reports directly to the VP, Acquisitions/Dispositions. The successful candidate will support the executive team on the continuous management of an active real estate portfolio and conduct analysis on new investments as well as existing properties.

### Specific responsibilities include:

#### *Acquisitions / Dispositions*

- Review and screen potential acquisitions opportunities
- Prepare initial underwriting and valuation analysis
- In collaboration with other departments, assist with the:
  1. due diligence/closing process
  2. preparation of investment memos for review by the Investment Committee
  3. preparation of periodic hold/sell reviews
- Manage the acquisitions pipeline report

#### *Underwriting*

- Coordinate underwriting materials
- Create, maintain, and evaluate detailed financial analyses
- Perform market research on supply/demand fundamentals, economic trends, comparable sales and lease transactions, etc.
- Support deal team to negotiate and close acquisitions and refinancing's.
- Assist in performing acquisition due diligence, including reviewing leases, contracts, historical operating statements, etc.

#### *Sourcing*

- Work closely with existing and create new brokerage relationships.
- Generate potential acquisition leads through targeted canvassing and cold calling.
- Attend industry networking events to expand our presence in the market place among the candidate's peer group.
- Conduct site visits of existing portfolio and new opportunities (travel will be required).

#### *Asset Management*

- Support asset management with quarterly and annual budgets, and ad hoc projects.
- Work alongside property management to actively monitor and assist with owned assets.
- Develop and implement asset-specific and portfolio-wide strategies to create stronger efficiencies.
- Seek out and capitalize on opportunities to improve cash flow and reduce expenses through market data and analysis.



# Canadian Urban Limited

## *Research*

- Monitor and download monthly/quarterly research reports for respective markets
- Update internal market review charts and presentation decks for respective markets
- Monitor relevant local market news in respective markets and distribute to team

## **Qualifications:**

- Applicants should have 2-4 years of relevant experience along with a bachelor's degree from an accredited institution
- Strong analytical/quantitative skills
- Proficiency in Argus Enterprise software is essential along with Excel, Powerpoint, and Word
- Knowledge of financial concepts (IRR, NPV, NER)
- Strong team player with interpersonal/communication skills
- Self-starter attitude matched with an ability to organize, multi-task, and prioritize to meet critical deadlines and work in an agile entrepreneurial environment
- Strong work ethic and eager to learn and develop as an investment professional.
- Excellent time management, writing, presentation and communication skills.

Please e-mail your resume to [cul\\_recruiting@canadianurban.com](mailto:cul_recruiting@canadianurban.com). No phone calls please. Only successful applicants will be contacted.