As a finance student interested in commercial real estate, I had a really tough time finding resources at UTK especially since I was looking to move to Georgia. I don’t want that to be the case for other students so would you mind passing this opportunity along to whoever you see fit? We are looking for someone who graduates in May.

Thank you so much for your help!

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| **Job Title**Financial Analyst**Job Description Summary****Job Description**Cushman & Wakefield, a global commercial real estate services firm, is currently seeking qualified candidates for the position of a **Financial Analyst** for our Multifamily Advisory Group (MAG) in our **Atlanta, GA Office**. As the Southeast’s most active brokerage firm, MAG is distinguished by an unmatched regional focus with an outstanding national platform that maximizes results.***Job Description Summary***This multifaceted role is responsible for analyzing the market position and value of multifamily investment properties. Key tasks associated with this are the drafting of Broker Opinion of Values (BOVs) and Offering Memorandums (OMs) in conjunction with various underlying analyses and research.***Financial Analyst*****Job Responsibilities*** Create Broker Opinion of Values and Marketing Materials in Excel and work closely with the brokers and graphics team to schedule and meet deadlines.
* Underwrite and evaluate the financial performances and trends of assets to prepare valuation.
* Perform extensive research, including but not limited to, reviewing and analyzing financial reports, studying comparable properties, collect information on the immediate area (demographics) and overall market.
* Present all of your findings to Broker in a concise form.
* Compile location information on target markets, such as recent articles, job announcements, new development, etc. and update Broker frequently.
* Communicate professionally to clients in the execution phase of the sales process (including assisting with Marketing Timelines, Scheduling Tours, Weekly Activity Reports, Due Diligence, Closing, etc.).
* Answer financial questions to Prospective Purchasers via email as they review and assess the Marketing Materials for a particular opportunity.
* Maintain owner database and track loan maturities for Business Development.
* Additional various responsibilities to support Broker that will contribute to revenue growth.
* Maintain rent and sales comp database.

**Position Requirements*** Bachelor’s Degree
* Real estate educational background or experience preferred
* Advanced proficiency in Microsoft Office Suite, specifically Microsoft Excel
* Exceptional analytical skills and attention to detail
* Strong written and verbal communication essential
* Ability to work in a fast-paced environment and multitask on several projects

Cushman & Wakefield provides equal employment opportunity. Discrimination of any type will not be tolerated. Cushman & Wakefield is an Equal Opportunity / Affirmative​ Action employer. All qualified applicants will receive consideration for employment without  regard to race, color, religion, sex, national origin, sexual orientation, gender identity, disability, protected veteran status or any other characteristic protected by state, federal, or local law. |
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All the best,

**Leah (Hays) Parker**

Financial Analyst

Multifamily Advisory Group

Direct:  +1 470 443 3198

Mobile: +1 615 775 0492

Fax:      +1 404 875 4637

leah.parker@cushwake.com



1180 Peachtree Street, Suite 3100

Atlanta, GA 30309 | USA

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