

About the Company A well-respected real estate investment firm in NY is looking to add an Associate to their Asset Management team (Brooklyn office). They just launched a new fund, and this is a great time to be part of the robust growth. Great Team culture & Comp Structure!

Responsibilities Prepare monthly performance reports, comparing actual results to investment expectations and identifying potential upside opportunities. Assist in reviewing and analyzing monthly property financials. Compile actionable monthly reports and recommend resolutions to enhance operational efficiency at the asset level. Support the annual budgeting process, including budget preparation, growth analysis, and participation in annual meetings. Manage day-to-day portfolio activities and maintain communication with third-party managers. Underwrite, assess, and prepare asset management committee memorandums for potential conversion and expansion opportunities within the existing portfolio.

Qualifications Bachelor's degree in Finance, Accounting, Economics 4+ years of experience working in asset or investment management Previous experience in relevant real estate, finance, investments, operations or asset management work

Company Perks Paid Employee healthcare premiums Strong culture with high retention rates Hybrid work schedule (4/1) Free drinks/snacks in the office Birthday lunches and cupcake celebrations