

September 22, 2017

## Investment Analyst – Real Estate

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Department: **Investments – Real Estate**

Reports to: **Director**

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Location: **New York, NY**

Contact: **Human Resources (careers@gcmlp.com)**

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### SUMMARY

GCM Grosvenor is seeking an experienced, highly proactive, detail-oriented analyst to join our growing Real Estate practice. He/she will be primarily responsible for working with the Real Estate investment team in proactively analyzing, managing and monitoring direct real estate investments. The individual should have had exposure to all of the primary real estate asset classes and commercial real estate debt.

The individual will operate with an intimate team of real estate investment professionals and should be able to think independently and execute quickly, while managing multiple priorities. The individual should be a motivated self-starter with strong work ethic and desire to work in a fast-paced, team oriented and entrepreneurial environment.

### RESPONSIBILITIES

The individual will be involved in the following critical activities:

#### Evaluation/Diligence of New Real Estate Investments

- Proactively analyze new investments and new operating partner relationships.
- Develop and maintain financial models and/or underwriting for use in evaluating potential investments.
- Conduct research and due diligence of prospective opportunities including their respective financial and organization structures.
- Assist with underwriting assumptions through an integrated review of market data, financial reports and legal documents.
- Conduct analysis and recommendations to support key asset monetization and financing decisions.
- Analyze monthly performance of investments to identify trends, risks, liquidity issues, and potential for monetization.
- Verify that investment performance and asset management initiatives are in-line with projections.

#### Transaction Documentation

- Prepare documentation of investment analysis including investment memoranda and present recommendations and due diligence findings to internal committees and clients.
- Prepare market research on the real estate macro environment, real estate sectors, geographic focus and fund sponsors.
- Assist in interactions with general partner sponsors.
- Accumulate and manage incoming data on potential investments.

#### Managing and monitoring investments

- Create, enhance and maintain proprietary databases.
- Develop and generate portfolio monitoring analytics and metrics.
- Compile and analyze performance data and generate management reports.

(GCM Grosvenor reserves the right to add to, delete, change or modify the essential duties and requirements at any time. Other functions may be assigned to the position at GCM Grosvenor's discretion.)

**If interested and qualified for this position, please notify Human Resources.**

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- Generate updated financial projections for specific investments during the ownership period subsequent to acquisition.

#### Portfolio operations and reporting

- Liaise with internal compliance, accounting, tax and audit teams.
- Review and analyze financial and investment information for fund investments, including but not limited to audited and unaudited financial statements, quarterly reports, capital calls and distribution statements.
- Prepare quarterly and annual reports including the development of valuation memos and back-up for annual audit reports.
- Prepare benchmarking reports.

#### Developing and preparing marketing and investor relations materials

- Assist with aspects of marketing process for new capital sources.
- Construct marketing presentations.
- Respond to existing or potential investor requests for information.
- Work with internal investor relations and marketing teams to enhance investor reporting and communication.
- Perform related duties as assigned.

### EDUCATION, SKILLS AND EXPERIENCE REQUIREMENTS

The ideal experience and critical competencies for the role include the following:

- Bachelor's degree in Economics, Finance, or Real Estate Finance preferred with superior academic performance.
- 1 - 2 years of professional experience as an Analyst, ideally in investment banking, private equity, real estate finance, or commercial lending.
- Advanced Excel skills; proficiency with Argus a plus.
- Strong quantitative skills and analytical ability.
- Outstanding verbal and written communications skills.
- Ability to work both independently and as a productive member of transaction teams.
- Demonstrated initiative and ability to work in a fast paced, changing environment.
- High degree of integrity.
- Dedicated work ethic and commitment to team and goal-oriented environment.
- Outstanding organization, decision making and problem solving skills.
- Ability to balance multiple concurrent projects.
- Desire to work in dynamic, entrepreneurial organization.
- Critical thinker that can find solutions as problems arise.

In terms of cultural fit, the successful candidate will be self-motivated and energized by working amongst a group of thoughtful, smart and successful colleagues. He or she will enjoy being part of an organization focused on excellence and will be a naturally collaborative person who enjoys interacting with individuals at all levels. Additionally, he or she will be a strong team player with a proactive approach and the ability to exercise discretion and judgment.

#### HOW TO APPLY

Interested candidates should submit a letter of interest along with a resume to [careers@gcmlp.com](mailto:careers@gcmlp.com). Please reference **"Investment Analyst, Real Estate #101186"** in the subject line of the email.

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**ABOUT THE FIRM**

GCM Grosvenor is a global alternative asset management firm with approximately \$50 billion AUM in hedge fund strategies, private equity, infrastructure, real estate and multi-asset class solutions. It is one of the largest, most diversified independent alternative asset management firms worldwide. The firm has core expertise in product and custom investment solutions. Its product solutions provide turn-key access to both diversified and specialized alternative investment portfolios. Its customized investment solutions give clients an active role in the development of their alternatives programs.

GCM Grosvenor has offered alternative investment solutions since 1971. The firm is headquartered in Chicago, with offices in New York, Los Angeles, London, Tokyo, Hong Kong and Seoul. GCM Grosvenor serves a global client base of institutional and high net worth investors.

For more information, visit [www.gcmgrosvenor.com](http://www.gcmgrosvenor.com).

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