**Job Title**: **Financial Analyst - Commercial**

**Job Type**: Full-Time; Exempt

**Reports To**: **Senior Finance Director**

**Date**: **February 2020**

**COMPANY BACKGROUND**

Real Capital Solutions is a highly entrepreneurial Real Estate Investment Company pairing active capital with an emphasis on street level solutions. As an active investment management company sources deals in value-add, opportunistic and high barrier to entry markets. RCS is solutions oriented real estate company that focuses on Acquisitions, Development and Management for highly complex and structured real estate opportunities. RCS has 30 years of operational and real estate expertise with returns that are in the top 5% of private equity real estate firms in the US.

**SUMMARY**

Directly supports RCS’ Commercial Real Estate Portfolio and is a key finance point of contact for both internal and external business partners. The Analyst will develop a detailed knowledge of each asset and provide on-going financial analysis and support. As needed, the position will require the review of key transaction documents, investment pro forma, equity waterfalls, lender term sheets, third party reports and all transaction related due diligence material. The Analyst will utilize this information to prepare and convey the risks and merits of a transaction as well as clearly communicate deal structure and projected returns to equity partners.

The ideal candidate for this position will be a self-starter that can quickly transition into new projects based on the firm’s existing portfolio and acquisition pipeline. RCS is looking for a committed analyst to support the departments strategic growth and operational objectives. This individual must be detail-oriented, highly analytical and able to strive in a fast-paced environment. Strong communication, financial modelling, and writing skills are required. A very organized, self-starter will strive in this role.

**RESPONSIBILITIES**

* *Financial Projections & Reporting*
  + Perform semi-annual reforecasts on deals, including operating, debt and equity cash flows
  + Provide projections and analysis related to new leasing or financing efforts
  + Interpret and convey financial models created in Argus
  + Coordinate the input of underwrites, budgets, and reforecasts into accounting and reporting systems
  + Work closely with the financial planning & analysis team on the reporting of actual and pro-forma performance of each deal
  + Research and resolve issues related to financial performance
  + Assist with preparing various internal and external periodic reports
  + Monthly review of deal-level financial statements
  + Assist with the semi-annual portfolio valuation
* *Equity Management*
  + Review and analyze each deal’s projected cash flow, using financial models and financial reporting, and recommend contributions and/or distributions to investors
  + Understand and ensure adherence to fee structure on each deal
* *Debt Management*
  + Ensure maximization of loan proceeds through oversight of a timely and efficient loan draw process
  + Ensure full compliance with all loan agreements and analyze proforma covenant compliance

**QUALIFICATIONS**

* Undergraduate Bachelor’s Degree in Real Estate, Finance, Accounting, or related discipline or an equivalent combination of education and experience
* Interest and/or experience in private equity
* Minimum 1-3 years of experience in financial analysis environment; mortgage or Commercial Real Estate industry is preferred.
* Skilled at financial modeling in MS Excel:
  + Firm understanding of Time-Value-Money fundamentals
  + Able to work with existing models *and* build custom analyses
  + Build meaningful and actionable graphic summaries
* Basic understanding of an issuer’s capital structure and financial position
* Experience with loan and partnership agreements is a plus but not required
* Ability to prepare concise and informative written presentations in MS Word, MS Power Point
* Working knowledge of Argus
* Detail oriented
* Strong organizational and communication skills
* Ability to simultaneously manage multiple projects/deadlines
* Self‐motivated
* Ability to work flexible hours/overtime
* Creative and analytic problem solvers

**ESSENTIAL FUNCTIONS**

1. Ability to comply with company rules and regulations.
2. Ability to communicate effectively and courteously with internal and external customers through two-way verbal and written communication (speech, hearing, and writing).
3. Ability to operate various office equipment including, computer, telephone, fax, copier, calculator.
4. Ability to analyze and synthesis accounting information.
5. Ability to work independently and refer appropriate matters to supervisor when necessary.
6. Ability to comprehend written and verbal communication.

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to stand, walk, and talk and hear. The employee is frequently required to sit when doing paperwork or answering emails; use hands or fingers to utilize computer. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

**WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**TO APPLY**

Please apply by sending a cover letter, detailing your experience and salary requirements, and resume to [jobs@realcapitalsolutions.com](mailto:jobs@realcapitalsolutions.com). Please enter “Financial Analyst” in the subject line of your email.