

AEW CAREER OPPORTUNITY

Analyst - Seniors Housing

Asset Management

LOCATION: BOSTON

Main Purpose of the Role

This position will be responsible for assisting the Seniors Housing Team on assets through data collection, cash flow modeling, competitive analysis, research analysis and annual business plan and budget preparations.

Responsibilities

- Provide day-to-day oversight of property operations and coordination with the third-party operators and joint venture partners.
- Prepare and oversee the execution of Portfolio and Property Business Plans to optimize investment performance.
- Participate in property-level decisions with the Portfolio Managers based on careful analysis and team input, including hold/sell, rent pricing, property budgets, and capital expenditures.
- Coordinate property dispositions and refinancing opportunities alongside joint venture partners and AEW team members and third-party legal counsel.
- Perform portfolio and asset-level valuation reviews including property performance and capital deployment effectiveness.
- Develop excellent working relationships with all team members including JV partners, property managers, project managers, and third parties.
- Review and make recommendations on loan documents, purchase and sale agreements, operating agreements, and vendor agreements.
- Prepare financial models, property reporting packages as well as quarterly and annual internal and external reports for the portfolio.
- Communicate investment status and plan to senior management and investors.
- Visit markets and properties to validate business plan assumptions, monitor property operations, and identify opportunities and issues to improve operations.
- Share accountability for budgeted results and support the budget versus actual analysis.
- Stay informed on market information and work closely with AEW's Research team to stay abreast of their viewpoint and recommended course of action for each market they cover.

Skills/Experience Required

- BS/BA and a strong academic record with emphasis on real estate, finance, accounting and/or economics required.
- Direct real estate experience, specifically Senior Housing property experience preferred.
- Strong analytical skills.
- Knowledge of accounting and finance principles.
- Strong oral and written communication skills.
- Financial and cash flow modeling in Excel required,
- Proficiency with Microsoft Office applications required.