

AEW CAREER OPPORTUNITY

Analyst for Portfolio Management and Asset Management

Location: Singapore

Role

The incoming candidate will be heavily involved in the portfolio management of AEW's Asia Pacific fund(s) and asset management of Singapore properties, with the opportunity to participate in Singapore investments.

Responsibilities

- Support the Chief Investment Officer to perform portfolio level analysis, maintain and update database, assist to create quarterly and annual reports, risk management reports, advisory board reports, and other presentations.
- Assist in undertaking asset management activities in Singapore. This will include leasing, implementing capital expenditure and business plans, asset performance modelling and reporting, as well as carrying out hold-sell analysis.
- Support acquisition and disposition work in Singapore from time to time. This will involve creating and maintaining financial models, performing detailed market and property level due diligence; financing documentation, and preparation of Investment Committee materials.
- Coordinate with internal and external stakeholders to consolidate and analyze information

Skills/Experience Required

- Degrees from a reputable university in finance, economics, real estate, or similar quantitative focus is required.
- 1-5 years of work experience in real estate, finance or a related field.
- Solid knowledge and competence in financial analysis, cashflow modeling, financial / accounting fundamentals, and the ability to create and organize presentations in a clear and concise manner is essential.
- High competence in business software such as Microsoft Word, Excel, and PowerPoint, with proficiency in Argus an added advantage.
- Strong written and oral communications skills in English is required, with additional language fluency viewed favorably.
- To excel in this role, the candidate should be passionate about the real estate business and must be highly adaptable and willing to learn and work across business functions. This will include portfolio management, fund operations, research, acquisitions, asset management, as well as assignments outside of the regular work scope from time to time.
- The candidate must be able to work cooperatively and effectively as a member of a multi-cultural team, as well as be a pro-active self-starter, willing and able to maintain high levels of energy, productivity, and effectiveness for lengthy periods.
- Strong attention to details and ability to prioritize will be needed for the role.

To apply for this position, please e-mail your resume to Jobs@AEW.com