AEW CAREER OPPORTUNITY

Investment Analyst
Investment Management

LOCATION: TOKYO

Main Purpose of the Role

Primary responsibilities are (1) supporting acquisition processes such as evaluating, structuring, and closing transactions, and (2) supporting asset management activities including asset management company oversight, investment performance monitoring, quarterly valuation, and client reporting.

Responsibilities

Further detail and additional responsibilities include supporting/participating in:

- Support in underwriting and financial evaluation of new and active deals.
- Support in acquisition due diligence such as commissioning of Engineering, Appraisal, legal and ESG Reports.
- Coordinate and work closely with Fund Operation team and external parties on entity structuring, capital call and deal closing.
- Perform asset level cash flow modelling valuation using Argus Enterprise
- Monitor and analyze the financial performance of existing properties and portfolios including ensuring timely delivery of various reports.
- Prepare and review of annual property operating budgets and business plans to assist in achieving investment strategies.
- Perform lease transactions analysis to assist in lease negotiations, to enable informed decision making.
- Monitor property goals, leasing pipeline, market comparables and value creation initiatives.
- Monitor ESG objectives of assets and report to portfolio management.
- Participate in regular meetings with partners, third-party managers and other internal and external stakeholders.
- Prepare Investment Committee presentation material. Support in client facing activities.
- Take ownership of deal tracking system (DealPath).
- Prepare ad-hoc reports and participate in special projects.
- Other ad-hoc tasks as required.

Skills/Experience Required

- Degree in a relevant field – Accounting, Economics, Finance, or other similar fields.

- Strong written and oral communication skills in both English and Japanese is a must (native level bilingualism is a preferred).
- 3-5 years of experience in real estate investment.
- Solid knowledge of financial analysis and modelling, including strong Excel skills. Knowledge and experience with Argus an advantage.
- Individuals must be able to work cooperatively and effectively as a team member.
- Individuals should be aggressive self-starters, willing and able to maintain high levels of energy, productivity, and effectiveness for lengthy periods.
- Attention to detail and ability to prioritize a must.

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

AEW Capital Management is an equal opportunity employer.