

RE: Job Announcement
Position: Financial Analyst/Project Manager
Office location: Boston

The MassDevelopment Finance Agency is currently accepting applications for the position of Financial Analyst/Project Manager in the Real Estate Division. Pursuant to its mission to create jobs, promote economic development and eliminate blight throughout the Commonwealth, MassDevelopment undertakes a wide range of real estate development/redevelopment projects either as the owner/developer, or by providing support services to communities including feasibility analysis, master planning, permitting and approvals, market analysis, remediation, demolition/construction management and engineering.

Under the direction of the SVP Asset Management, the position is responsible for the financial analysis of the real estate division projects, performs other analysis and research tasks. In addition, responsible for the management of consultants, as assigned. Will be involved in various aspects of a real estate project including market analysis, creation of RFQs and RFPs, contractor selection, financial negotiations, legal documentation, securing public financial assistance and private financing, engineering and design review, community relations, government relations, marketing and acquisition/disposition. Other projects may include new acquisitions or redevelopment of existing properties.

Consideration will be given to applicants with BS degree with a concentration in finance, economics, or real estate; Masters preferred. Three to five years relevant experience is required. A strong knowledge of commercial real estate including public/private development, economic development and familiarity with Massachusetts real estate market is essential. Excellent analytical skills and financial modeling skills, experience with project budgeting, cash flow and proformas. Experience with or exposure to construction management would be beneficial. Ability to effectively present information and respond to questions from internal and external sources is essential. Detail oriented and superior written and oral communications skills required. Knowledge of collaborative work space and/or Main Street programs is helpful. A self-motivated individual, comfortable working independently. Proficiency with Excel, Word, and PowerPoint is required, with a working knowledge of project management software and ARGUS DCF. Valid MA Driver's License required.

Kindly forward resume, salary requirements and completed application to MassDevelopment, Attn: Human Resources, 99 High Street, 11th Floor, Boston, MA. 02110 or email to: Jobs@massdevelopment.com on or before June 6, 2014.

Minority applicants are encouraged to apply.