



Investment Analyst

Investment Sales Group
Colliers International

Colliers International is a fully integrated global real estate services firm with 8,800 employees in 247 offices in 50 countries. Colliers International Calgary office offers brokerage, real estate management, consulting, valuation, and market research services throughout Southern Alberta.

Position Description

The Investment Sales Group of Colliers International is looking for an Investment Analyst to work closely with a number of our top investment brokers. The candidate will be involved, and responsible for, all aspects of commercial real estate investment sales including market research, financial modeling, report and document preparation and writing.

Duties/Responsibilities

- Construct detailed financial models to underwrite commercial real estate values
- Summarize and forecast Calgary, Alberta and Canada economic picture based on relevant economic reports and publications
- Interpret this information to determine how these economic factors will affect the supply and demand for commercial real estate
- Summarize the leasing market and interpret trends to determine the impact on commercial real estate values
- The review and analysis of tenant leases and property financial statements
- Liaise with vendors/property managers/appraisers to gather necessary due diligence material
- Draft quarterly investment reports summarizing recent activity and forecasting future trends
- Draft all marketing material including listing proposals and marketing documents

Skills/Qualifications

- Highly motivated individual able to work in a demanding, team environment
- University degree with an analytical background
- Financial modeling experience
- Keen interest in commercial real estate, however experience in commercial real estate is not a prerequisite
- CFA designation or enrollment would be an asset

Please forward cover letter and resume via fax or email to:

Attention: Carrie Stokes

Fax: 403 265 6495/email: carrie.stokes@collierscalgary.com

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