

Development Analyst

January 9, 2018



Want to join us?

Platform offers a fun and hands-on approach to real estate development and working here is no different. We are passionate about creating value in real estate through opportunities and relationships, for our people, our partners, our customers, and our communities. We look for great people that share Platform's core values and want to develop and maximize their potential in the real estate development industry. We currently have an opportunity for a Development Analyst. If you think you've got what it takes to make Platform even better, then please read on and reply to this opportunity.

The Position

The successful candidate will be responsible for the analysis of development opportunities and active projects and provide assistance in other areas such as cash management and financing. You will be an essential part of the Finance and Accounting team, and will work closely with other teams, including Leasing, Development and Construction, giving you valuable experience and the chance to contribute and excel. You will have the opportunity to expand your role and take on more responsibility as we continue to grow our portfolio.

What you bring to this opportunity

- You take charge and own the work that you do
- You thrive in an environment with multiple priorities and are a natural when it comes to organization
- You are energetic, bright and self-motivated
- You have a positive attitude and enthusiasm for tackling new things
- You have strong interpersonal and communication skills and the ability to communicate fluently in English
- You are proficient in Microsoft Office with strong Excel skills
- You have an accounting designation and 5+ years' experience
- You have experience in the real estate industry

What you'll do

- Oversee production and updates of proformas and cashflow projections for development projects, gathering input from the development, construction and leasing teams
- Prepare proformas and cashflows to compare leasing/development scenarios and different investment structures
- Prepare monthly project cost reports to compare budget to actual, explain variances and update projections
- Prepare monthly construction loan draws and liaise with the quantity surveyor
- Manage project cash requirements and calculate project cash distributions
- Prepare applications for construction insurance
- Assist in the preparation of loan applications
- Support the property appraisal process
- Prepare quarterly financial statements and year-end working paper files for project entities
- Review detailed project costs for proper tax treatment

What's in it for you

- Hands-on learning, mentorship and a wealth of opportunities for career development
- Being part of a fun, hard-working and committed team that lives and breathes its core values
- Salary commensurate with level of experience and education

About Plat:form

Platform is a developer and owner of real estate. We believe in a hands-on approach and take pride in what we do. Our small and nimble team has a significant amount of industry experience, covering the entire spectrum of real estate development from acquisition and finance, through leasing and construction, to property and asset management. We value people and relationships and are committed to growing our team with great people that share our values and enthusiasm.

Are you ready to join our team? Apply today by forwarding your resume and cover letter clearly stating your qualifications, including a list of references to kathy@platformproperties.ca. We thank all applicants for their interest however only those candidates selected for an interview will be contacted. For more information please visit us at www.platformproperties.ca