

Real Estate Acquisitions Analyst

You are driven. Results-focused. Have great communication skills. You are known for your attention to detail. You thrive in an environment where you're constantly required to bring your "A" game. You have energy, are pragmatic and take pride in your accuracy and timeliness.

Anthem and Anthem United is a real estate development, investment and management company that strives, solves and evolves to create better spaces and stronger communities. We are Growing Places.

We work hard. We work smart. We work in teams. We challenge the status quo and have fun doing it. We believe in developing our people to maximize their potential. Conversations are candid, conflict is swiftly resolved and coaching is continuous.

Fundamentally, this role will:

- Prepare and generate high level development proformas during site selection and pre-feasibility
- Gather accurate information and data (sales figures, construction costs, zoning, density potential and other development costs)
- Communicate with municipalities to determine zoning and OCP implications to properties of interest
- Coordinate with the brokerage community to determine relevant facts for listed properties and new opportunities
- Track status of all deals (due diligence periods, closings and deposits)
- Gather and track market information including new deals, opportunities and transactions
- Assist in the preparation of LOIs and Offers to Purchase
- Support the due diligence process and overall acquisitions process

You have:

- Post-secondary education in a related field i.e. Urban Land Economics, BCIT Real Estate etc.
- A minimum of two years' working experience in brokerage, appraisal or with a real estate development/investment company
- Excel proficiency
- General understanding of development proformas and familiarity with the real estate transaction process
- Understanding of municipal zoning bylaws, OCP & other planning documents
- Strong organizational, analytical, interpersonal and communication skills

Founded 26 years ago, Anthem is a team of 300 people driven by creativity, passion and direct communication. Anthem and Anthem United have invested in, developed, and managed – alone or in partnership – more than 190 residential, commercial and retail projects with an aggregate value of \$5 billion. Our growing residential portfolio includes more than 10,000 homes that are complete, in design or under construction. We own, co-own and manage 6.2 million square feet of retail, industrial, residential rental and office space in BC, Alberta and California, and we currently hold over 5,000 acres of land in Western North America.



To apply, please visit our [website Careers page](#).

Please, no unsolicited resumes or phone inquiries from agencies. View our [Policy on Unsolicited Resumes](#) on our website.