Analyst, Portfolio Management
Job Description

COMPANY OVERVIEW

Partners Enterprise Capital LLC (PEC) is a registered investment advisor with more than $20 billion of assets under management through long-term private equity investments in real estate operating companies (REOCs) throughout the United States. PEC primarily focuses on the industrial, residential, and retail sectors.

PEC maintains a mission-driven business model with an established track record of strong performance that incorporates elements of venture capital, private equity, and real estate investment management. The approach is strategic and relationship-driven, with a long-term view that is centered on business building. PEC's flat organizational structure and entrepreneurial culture allow for all roles to be broad and dynamic with significant opportunity for learning and development. A substantial foundation of organizational resources and capital is in place to facilitate the company's continued growth.

POSITION OVERVIEW

PEC is seeking an Analyst to join its Portfolio Management team in Chicago. This position provides an exceptional opportunity to be part of a highly successful company that employs an innovative business model in close collaboration with its capital partner and portfolio company management teams. This individual will be a key member of the portfolio management team that is tasked with efforts to value, track, analyze, and report on the existing operating portfolio to help drive tactical and strategic insights and decision making.

The qualified individual will be an analytical thinker with a strong work ethic, willingness to wear multiple hats, and desire to be an integral part of a team-oriented business. This person will have strong interpersonal and analytical skills and be able to interpret and analyze data regarding the existing operating portfolio, as well as new investment opportunities. This role is critical to the company's continued growth and success.

The position will be based in PEC's Fulton Market office. PEC operates in a hybrid work model, with a majority of days in the office. In-person collaboration and learning are integral to PEC's culture and success in this role.

PRIMARY RESPONSIBILITIES

- **Knowledge Building & Communication**
  - Develop comprehensive familiarity with PEC sectors, REOCs, markets and assets
  - Manage communication with the REOCs, PEC, managing boards, and capital partner
  - Collect, synthesize, and respond to feedback from each of these groups, and collaborate with the REOC management teams to incorporate, as necessary
- **Asset & Debt Valuation**
  - Direct responsibility for quarterly mark-to-market asset and debt valuation including market outreach / data gathering, as well as assembly and review of property-level data
  - Participate in market and asset level surveillance efforts
- **Analytics & Data Infrastructure**

- o Review, interpret, and present property and company-level financial data (e.g., performance, attribution, etc.)
- o Actively coordinate and contribute to the data collection and dashboard process
- o Use technology to manage investor and internal reporting and to drive strategic insights (knowledge of iLevel a plus, but not required)
- o Support the preparation and review of the investment fund and REOC annual business plans through data collection, analysis, and presentation
- o Develop a fundamental understanding of operating company financial models and execute periodic updates and enhancements
- **Research & Analysis**
  - o Contribute to ongoing and special research related to space market fundamentals and macroeconomic trends
  - o Assist in new business development efforts through sector research and presentation

REQUIRED SKILLS, CAPABILITIES, AND EXPERIENCE

- At least one year of relevant experience
  - o Professional and/or academic training in the fundamentals of real estate valuation
  - o Commercial real estate knowledge desired
- Bachelor's degree required, preferably with a concentration in finance, real estate, data analytics, economics, or a quantitative discipline
- Interest in data analytics and technology
- Strong quantitative analysis, problem solving, presentation, and writing skills
- Technological interest and aptitude, including knowledge of Argus Enterprise and Excel
- Irreproachable character and integrity
- Sound judgement
- Intellectual curiosity
- Desire to make an impact
- Ability to form great relationships based on trust and goodwill
- Ability to manage sensitive information with discretion and strict confidentiality
- Ability to multitask and prioritize workload to meet established deadlines and performance standards
- Occasional travel required, including overnight stays

TO APPLY
Please submit a resume to careers@pec1999.com