

ASSOS CAPITAL is active mainly in Bulgaria, Serbia and Greece
(www.assocapital.com)

The tasks of the Real Estate Analyst (Athens Based but with some travelling around SE Europe):

- * Support in the real estate development process for retail projects in Serbia and Bulgaria.
- * Contribution to portfolio management.
- * Support in performance measurement.
- * Support for the smooth operation of Assos Capital offices in Athens and Sofia.
- * Contribution to marketing for fundraising and to the Private Placement Memorandums.
- * Sourcing, organizing, analyzing and updating deals pipeline for fundraising purposes.
- * Deal sourcing and analysis and first screening of projects that match the investment criteria. Analysis of real estate acquisitions opportunities throughout SouthEast Europe (completed products or forward purchase). Financial modelling, feasibility studies and return estimates for real estate acquisition and development projects (cash-flows, pro-forma Financial Statements for OpCos και HoldCos, IRR, NPV, payback period, sensitivity analysis, JVs, scenarios)
- * Support the deal structuring, transaction tax optimization and studies of tax law changes effects.
- * Preparation of reports, investment memorandums and presentations for the BoD and shareholders.
- * Support in the analysis of potential letting strategies of the buildings to be acquired/Commercialisation.
- * Determining the optimal loan structure and loan terms in connection with various projects, together with our team of experts.

- * Organisation and supervision of the due diligence analyses and deals execution.
- * Coordination of the yearly and interim Group portfolio valuations.
- * Daily contact and coordination with Banks, local brokers, valuers, accountants and lawyers.
- * Market research. Development and maintenance of research and analyzed projects databanks.

The Analyst will be reporting directly the Investment Director.

Ideally, we would like to have someone on board within 4 weeks.

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