



## Acquisitions Analyst

Responsible for all real estate analysis, underwriting & financial modeling. The position will ensure efficient execution in all aspects of real estate investments, financial reporting accuracy and completeness.

### Prerequisites:

- Bachelor degree in business, economics and/or finance from a top 100 nationally ranked university.
- Minimum of 1 – 2 years of related real estate analysis experience.

### Job Duties and Responsibilities:

- Responsible for financial analysis and underwriting of office, multi-family, land, and single-family acquisitions.
- Develop complex financial models with distribution waterfalls, conduct sensitivity analysis, and perform cash flow projections using Excel and Argus-DCF.
- Prepare investment memorandums, quarterly reports, investor letters, and fund prospectuses.
- Compile and evaluate due diligence materials including leases, historical operating statements, rent roll, parcel reports, and title.
- Collect, qualify, and analyze competitive quotes from various capital sources.

### Competencies:

Listed below are specific competencies for fulfilling the demands of this position:

- Proficient with Microsoft Office Suite (Excel, Word, Power Point, Access etc)
- Extensive experience working with real estate financial analysis programs such as Argus and Excel.



- Integrity  
Actions reflect stated purpose and intent. Personal values mesh with company values.
- Creativity  
Develops and introduces new ideas to improve business processes and challenges status quo.
- Organization  
Prioritizes duties and responsibilities to meet position expectations and company objectives

Qualified applicant will need to pass comprehensive background check

**About Us:**

Crown Acquisitions, Inc.® is an Orange County, Calif.-based real estate Development and Investment Company focused on creating value from overlooked and undervalued commercial and multifamily properties throughout Southern California and Arizona.

For more than 20 years, Crown Acquisitions, Inc., and its principals have been engaged in transactions ranging in size from \$1 million to \$350 million, encompassing investments from 10-unit apartment complexes to class-A high-rise office buildings.

Crown Acquisitions, Inc., has demonstrated its ability to identify, implement and realize financial results through rehabilitation, revitalization and repositioning. We acquire neglected properties in established locations and, through capital improvements and hands-on management, reposition to increase value.

The foundation of our business strength is recognizing opportunity where others see risk; visualizing the possibilities amidst disrepair and obsolescence; and building value from others' neglect.

**Submit all Resumes to [Employment@crownacq.com](mailto:Employment@crownacq.com)**