



Transactions Team Analyst

Caddis – a national real estate and development firm focused exclusively on the healthcare sector – is rapidly expanding its medical office and senior housing platforms. With over \$250 million in new deals annually, Caddis continues to grow in the senior housing sector while developing and acquiring medical office buildings, acute and post-acute hospitals, and surgery centers.

Opportunity

This Analyst will work primarily to support our Transactions group in their efforts to strategize, evaluate, and execute our acquisition, development and financing transactions. The Analyst will be involved in all aspects of the team's transaction activities, including, but not limited to, providing financial and valuation modeling; due diligence oversight; and assisting in the development of pitch, presentation and marketing materials.

Responsibilities

- Support EVP-Transactions and General Counsel in all day to day activities
- Review, analyze and abstract (providing comments as appropriate) legal documents and third-party reports as part of the due diligence process; work directly with outside counsel and financing partners to complete closing contracts and deliveries
- Conceptualize and develop the design of portfolio packages for the purpose of closing sales
- Underwrite specific investment opportunities and running returns for investments/project targets
- Coordinate information regarding market data, occupancy data, expense analysis, aerials, maps, rent/sales, comparable's
- Prepare financial or executive summaries for Transaction team.
- Oversee third party preparation of lease summaries and abstracts
- Provide client services that enhance and expand business
- Actively participate in client and lender/investor meetings
- Other duties as assigned

Experience Required

- Bachelor's Degree in business, finance, real estate, or engineering
- 3-5 years of applicable experience
- Strong financial, analytical, and reporting skills
- Ability to analyze qualitative and quantitative information
- Advanced computer skills, specifically MS Office Suite (including Excel, Word, PowerPoint and Outlook)
- Exceptional attention to detail and organization skills
- Understanding of real estate and lease terminology
- Well-developed verbal and written communications and presentation skills
- Ability to work independently and within a team to build relationships and interact effectively with business partners and clients
- Ability to multi-task, work successfully under pressure, and effectively prioritize and manage time and workload
- Willingness to take on new challenges, responsibilities, and assignments
- Understanding of and commitment to client services
- A desire to work within a diverse, collaborative, and driven professional environment

All candidates meeting the above qualifications should email their resume to: careers@caddis.com