Asset Manager Job Description

Summary

The Asset Manager will be responsible for overseeing each asset upon acquisition. This role will be responsible for maximizing the value of each asset and will create, implement, and continually evaluate the strategic direction for each individual asset. To achieve success in this role, the Asset Manager must maintain an urgent, aggressive demeanor to ensure maximum value is achieved for each asset.

Responsibilities:

1. Manages the company's portfolio of real estate assets.
2. Develops and implements investment strategies to maximize returns and minimize risk.
3. Conducts research and analysis to identify investment opportunities and evaluate potential risks.
4. Monitors market trends and economic conditions to make informed investment decisions.
5. Provides regular updates on portfolio performance and recommend adjustments as needed.
6. Maintains accurate records of all asset-related activities.
7. Creates, implements, and oversees strategic project plan for each asset upon acquisition.
8. Sets aggressive targets for each asset and ensures timely completion of such targets as part of the overall strategic plan.
9. Continuously monitors income statement to ensure efficient and effective operation.
10. Travel (approximately 30-40%) to each property as needed to ensure operational success.
11. Detail-oriented with the ability to manage multiple tasks and meet deadlines.

Qualifications:

- Master's degree in finance, accounting, real estate or a related field
- 1-3 years experience in real estate and/or banking preferred
- Strong knowledge of investment strategies, financial markets, and economic trends
- Excellent relationship management skills to build rapport with vendors, clients, and stakeholders
- Proficient in technical accounting principles and financial analysis techniques
- Strong mathematical and analytical skills to evaluate investment opportunities
- Detail-oriented with the ability to manage multiple tasks and meet deadlines
- Knowledge of credit analysis and risk assessment methodologies