

## **Analyst for a Senior Level Investment Broker**

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Since 1971, Marcus & Millichap has created value for real estate owners and investors by extending the industry's most effective and professional sales force of investment experts. Marcus & Millichap has set out to provide the most productive environment for investment professionals and staff. We foster long-term relationships with owners and investors defined by integrity, professionalism and unmatched market expertise.

This specific position is for a team member to work directly for a high income producing investment broker. Primary responsibilities include;

- Performing analyses and financial modeling for commercial retail assets as part of the sales proposal process.
- Working directly with a Senior Director of our National retail Group, you will constantly be challenged in your thought and analyses as you present your output.
- Benefiting from the firm's industry-leading research and marketing capabilities, you will create sales proposals and accompanying marketing materials in support of the sales cycle.
- Producing business development opportunities as you become more comfortable in your role.

This position is as much 'analyst' as it is 'broker assistant' in that the small entrepreneurial team size requires this person to learn, execute and excel in a multitude of rewarding roles.

### **Requirements**

This is a position where hard work and dedication will pay enormous dividends. As a practical matter, candidates should possess the following skills:

1. Have a familiarity with the investment brokerage industry and a background in outbound sales business development calls.
2. Have 1-3 years work experience, ideally in the capacity of a multi-tenant retail analyst or broker.
3. Have a Bachelor's degree in real estate, finance, marketing or a related field.
4. Be detail oriented and have an ability to manage multiple projects simultaneously.
5. Have excellent interpersonal and communication skills.
6. Be highly proficient in the Microsoft Office Suite (Word, Excel, PowerPoint, Outlook), with a particular expertise in financial modeling via Excel.
7. Argus experience is desired.
8. Be able to work independently with little oversight.

**For inquiries or to submit your resume please email Lance Sharp (Operations Manager) @ [lsharp@marcusmillichap.com](mailto:lsharp@marcusmillichap.com)**