



A Real Estate Capital Bank

Mortgage Banking, Real Estate Equity & Special Situation Investments

Celebrated 30 years in 2018

Title: Investment Associate

Location: Toronto, ON

Reports to: COO

Job Type: Full-Time, Permanent

Who we are

An entrepreneurial organization with a long track record and a bright talent pool, the Firm Capital Organization is a real estate private equity firm focused on the areas of mortgage banking, real estate investments and special situation investments. Please visit our website at www.firmcapital.com for further information.

Position

Reporting to Senior Management, the Investment Associate will be involved in real estate related capital markets activities and corporate aspects of Firm Capital and its various affiliated entities.

What you need to succeed

- BA or BS degree in Finance, Commerce, or Accounting. CPA, MBA preferred but not required;
- 1+ years prior work experience in investment banking, capital markets, corporate finance;
- Demonstrated quantitative, analytic and financial modeling skills, including financial statement analysis;
- Extraordinary critical thinking and problem solving ability;
- High level of motivation and individual initiative;
- High level of focus on work quality and attention to detail;
- Proven multi-tasking skills;
- Strong written and verbal communication skills – ability to communicate directly with clients and senior management;

- Strong proficiency in Microsoft Office, with expertise in Excel, PowerPoint, and Word;
- Must be fluent in English (written and oral); and
- A positive and professional attitude.

Your new role

- Directly supporting senior management, including but not limited to: conducting analyses, preparing materials, and presenting recommendations to senior management relating to investment targets and acquisitions;
- Performing corporate company analysis in the real estate, capital markets, and corporate space;
- Drafting pitch materials, financial models, information memoranda and power point presentations;
- Participate in due diligence, pitches and other meetings;
- Design and prepare key transaction materials including financial models, offering memoranda and management presentations with an emphasis on client positioning, growth opportunities and key investment considerations;
- Performing company, industry, market and competitor research and due diligence;
- Organize and maintain hard and soft copy deal files;
- Analyze critical details of business issues and opportunities to understand and define the key requirements necessary for proposed projects; and
- Perform other duties as assigned.

What we offer you

- Competitive salary
- Opportunity to advance your career as the company grows
- In-house Chef with weekly staff lunches
- Full kitchen with complimentary drinks and food
- Creative social committee that organizes team building events and weekly socials
- Free Parking

How to apply

Please forward your resume and reference the position you are applying to careers@firmcapital.com. Visit our website at www.firmcapital.com for further company details. We thank all candidates who apply for this opportunity but only those selected for an interview will be contacted.