

Partners Enterprise Capital

Job Description: Associate – Portfolio Management

Partners Enterprise Capital LLC (PEC) is seeking an Associate with a minimum of one year of experience to join its portfolio management team in Chicago. PEC is an independent investment management firm with approximately \$14 billion of assets under management in the form of long-term private equity investments in real estate operating companies (REOCs) throughout the United States. We primarily focus on the industrial, residential and retail sectors. This position will be a key member of the portfolio management team that is tasked with efforts to value, track, analyze and report on the existing operating portfolio to help drive strategic insights and decision making.

This position provides an exceptional opportunity to be part of a highly successful company that employs an innovative business model in close collaboration with our capital partner and portfolio company management teams. The approach is strategic and relationship-driven versus transactional, with a long-term view that includes business building versus simple execution of investment strategies. PEC has a flat organizational structure and all roles are broad and dynamic. A significant foundation of organizational resources and capital is in place to facilitate continued growth of the portfolio, both through the organic expansion of existing portfolio companies as well as investments in new REOCs.

The qualified individual will be an analytical thinker with a strong work ethic, willingness to wear multiple hats, and desire to be an integral part of a team-oriented business. This person will have strong interpersonal and analytical skills and be able to interpret and analyze data regarding the existing operating portfolio as well as new investment opportunities. This role is critical to the team's continued growth and success.

The primary areas within portfolio management for which this individual will be accountable:

- **Knowledge Building & Communication**
 - Develop comprehensive familiarity with PEC sectors, REOCs, markets and assets
 - Manage communication across the REOC, PEC, managing board and capital partner
 - Collect, synthesize and respond to feedback from each of these groups, and collaborate with the REOC management teams to incorporate as necessary
- **Asset & Debt Valuation**
 - Direct responsibility for quarterly mark-to-market asset and debt valuation including market outreach / data gathering as well as assembly and review of property-level data
 - Participate in market and asset level surveillance efforts
- **Analytics & Data Visualization**
 - Review, interpret, and present property and company-level financial data (e.g., performance, attribution, etc.)
 - Actively coordinate and contribute to the data collection and visualization process through application of technology as a critical input to investor and internal reporting to drive strategic insights (knowledge of iLevel a plus, but not required)
 - Support the preparation and review of the investment fund and REOC annual business plans through data collection, analysis and presentation
 - Develop a solid understanding of operating company financial models and execute periodic updates and enhancements

- **Research & Analysis**

- Contribute to ongoing and special research related to space market fundamentals and macroeconomic trends
- Assist in new business development efforts through sector research and presentation

Required skills, capabilities and experience:

- At least one year of relevant experience
 - Professional and/or academic training in the fundamentals of real estate valuation
 - Commercial real estate knowledge desired
- Bachelor's degree required, preferably with a concentration in finance, real estate, data analytics, economics or a quantitative discipline
- Interest in data analytics and technology
- Strong quantitative analysis, problem solving, presentation and writing skills
- Technological interest and aptitude, including knowledge of Argus Enterprise and Excel
- Irreproachable character and integrity
- Sound judgement
- Intellectual curiosity
- Desire to make an impact
- Ability to form great relationships based on trust and goodwill
- Ability to manage sensitive information with discretion and strict confidentiality
- Ability to multitask and prioritize workload to meet established deadlines and performance standards
- Travel required including overnight stays (< 25%). *Note that business travel is currently limited in scope.*

PEC is an equal opportunity employer and makes employment decisions on the basis of merit. Company policy prohibits unlawful discrimination based on genetic characteristics or information, race, color, creed, sex, gender, gender identity, religion, marital status, partnership status, age, national origin or ancestry, alienage, physical or mental disability, medical condition, veteran status, sexual orientation or any other consideration made unlawful by federal, state or local laws.

LinkedIn: <https://www.linkedin.com/company/partners-enterprise-capital/about>

To express interest, please email a resume and personal statement to careers@pec1999.com