



Summer 2020

East West Partners

Position Title: Real Estate Financial Analyst Intern

Address: 1550 Wewatta Street, Suite 540

City: Denver

State: CO

Zip Code: 80202

Paid Position: Yes

Deadline to Apply: March 26, 2020

East West Partners – Real Estate Financial Analyst Internship

East West Partners is seeking a professional, highly-organized, and goal oriented internship candidate with strong communication skills. The ideal candidate will have a passion for learning and showcase leadership skills, integrity, interpersonal strengths, and have a good work ethic.

Summary of Position

The purpose of this Summer Internship is to provide exposure to all aspects of real estate development including, but not limited to: financing, entitlement, government approvals, master planning and design, construction management, and marketing. The intern will primarily report to the Director of Development and will play an instrumental supportive role to various senior leaders and team members. The Intern will be an active member of our dynamic, collaborative, and fun team.

Responsibilities

- Perform financial analysis and due diligence for new development opportunities, assisting in underwriting and cash flow analysis, and responding to Requests for Qualifications or Proposals



Summer 2020

- Assist in preparing business plans, including deal memorandums, presentation decks, annual operating plans, financial forecasts, and strategic planning
- Assists in coordinating loan draws, forecasting project budgets and cash flows, and managing project deliverables
- Effectively communicate relevant project information to senior leaders and other team members
- Assist in documenting meeting minutes and file organization

This description outlines the basic responsibilities and requirements for the position noted. This is not a comprehensive listing of all responsibilities of the Intern, which may change based on business needs.

Qualifications

- Strong knowledge of MS Office and proficiency in Excel and Powerpoint is a plus
- Strong attention to detail, organizational, and analytical skills
- Ability to multi-task and prioritize tasks based on workload
- Must be a team player, but also a self-starter that can perform with limited direction
- Complex thinker and demonstrate strong intellectual curiosity
- Excellent written and verbal communication skills
- Comfortable with walking around active construction job sites

Timing

The Summer Internship will be a full-time (40 hours/week), 10 week program in line with the CLIMB dates May 26-July 31. We can be flexible on the start and end date if needed.

Location

This position is based in Denver, CO with the short-term opportunity of working out of other in- and out- of state project locations.

About East West Partners

East West Partners is devoted to building, selling, managing and supporting high-quality real estate and life experiences with a focus on innovation, sustainability and community. Since 1986, the firm has developed and sold over \$7 billion of residential and commercial real estate



Summer 2020

across the country. East West Partners is one of only two companies to have received three Urban Land Institute Awards For Excellence for their projects – Beaver Creek Village in Beaver Creek, Colo.; and Union Station Neighborhood and Riverfront Park, both in Denver, CO. East West Partners was named the No. 1 Large Company in the Denver Post’s 2019 Colorado Top Workplaces Awards. For more information on East West Partners, visit www.ewpartners.com.

All materials must be submitted electronically through your schools career portal.