

#werkstolz

OUR COMPANY.

We are real estate specialists. We handle and support complex transactions of residential and commercial investments in Germany. We participate in real estate investments with selected partners. To do this, we buy, analyse, optimise and manage suitable stocks.

We rely on more than 55 years of market presence and experience, a remarkable track record and a nationwide, owner-managed platform with six service centres in Germany's major cities. Above all, however, we rely on a team of 65 highly qualified specialists with a long company history and special expertise in real estate.

Transaction Analyst (f/m/d) Commercial

Full time in Frankfurt

YOUR RESPONSIBILITY.

You will support the sales team at the Munich office in all acquisition and sales mandates of our national and international customers.

- Prepare market/location and property analyses (e.g. in collaboration with the Research division) on acquisition and transaction properties and portfolios
- Evaluate and optimise tenant lists in Excel, create profitability calculations using existing tools
- Complete database-driven property preparation and create sales documents (exposé and, if applicable, information memorandum)
- Match investors through database selection and participate in the bidding process
- Follow up on property offers and prepare reports for the client
- Coordinate and prepare data rooms, procure supplementary documents
- Prepare presentations for acquisition/client appointments
- Prepare and regularly update property and customer data
- Identify relevant new investors and obtain search criteria
- Identify relevant project partners such as real estate owners/providers, developers, operators, as well as investors/interested buyers and procure transaction-relevant information

WHAT WE NEED.

- Completed Bachelor's degree in a relevant field (business administration, civil engineering, industrial engineering, architecture, geography) or completed (real estate) commercial training
- Initial professional experience in real estate sales or project management
- You are well acquainted with the common applications of the MS Office Suite, in particular Excel
- We expect you to be discreet and reliable, to have very good research and analytical skills and a keen interest in selling real estate investments

- Your personality is characterised by proactive and responsible action as well as being solution and results-driven
- You are also committed to your area of work and the team, and work flexibly in the face of wide-ranging challenges

WHAT WE DELIVER.

- Varied and interesting tasks in a motivated team
- Performance-related pay
- Long-term professional perspective in permanent employment
- Modern workplace in an easily accessible pedestrian zone
- Flexible working hours within the framework of our core working hours
- Accident insurance, also for private use
- Specific further training as part of an induction programme
- Fast decision-making processes in the company due to flat hierarchies
- Various benefits: job bike, employee discounts and much more!

CONTACT.

I'm happy to answer any questions!

Sandra Fischer

Management Assistant

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APPLY NOW

 Regulated by **RICS**