

Finance Intern (Underwriting Focus)

Program Summary

This immersive internship program is structured to provide a foundational overview of four areas of real estate (Asset Management, Finance, Property Accounting, and Property Management), with a concentration in one of these four areas. This strategic design enables participants to focus on their area of interest while obtaining a broad understanding of how their division collaborates with and supports the other areas. This is a summer internship. As an intern, this individual will have “temporary employment” status and will not receive any of the company benefits that full-time employees receive, including, but not limited to, health insurance, paid time off, paid holidays, or participation in the company’s 401(k) plan.

Position Summary

The Finance Intern will perform various financial analyses to support Crawford Hoying’s investment goals. This candidate must have strong analytical skills and thrive in a fast-moving environment.

Job Responsibilities (responsibilities may include but are not limited to the following)

- Assist in due diligence and underwriting to acquire new real estate assets and development opportunities, including physical and financial analysis of the asset and its related documentation
- Develop and maintain financial models for existing real estate assets in order to analyze past results, forecast future performance, and recommend actions for optimization
- Identify and drive process improvements, including the creation of standard and ad-hoc reports, tools, and Excel dashboards
- Perform market research, data mining, business intelligence, and valuation comps to keep informed of the dynamics of each market area to develop a strong understanding of the projects and their respective markets
- Interpret agreements that impact properties, such as operating agreements and loan agreements

Performance Objectives (objectives may include but are not limited to the following)

- Keep informed of industry trends and how such trends may impact Crawford Hoying portfolio
- Effectively interact with in-house departments
- Willingness to learn a variety of concepts, practices, and procedures
- Strategic approach to problem-solving and troubleshooting

Preferred Knowledge, Skills, and Experience

- Coursework in finance, real estate, or a related field
- An entrepreneurial mindset and a self-starter attitude with a high level of intellectual curiosity
- Excellent interpersonal and communication skills
- Ability to multitask in a deadline-sensitive environment
- Strong attention to detail
- Proficiency in Microsoft Excel
- Familiarity with fundamental accounting and finance concepts, especially as they pertain to real estate and private equity; previous coursework in accounting and finance a plus

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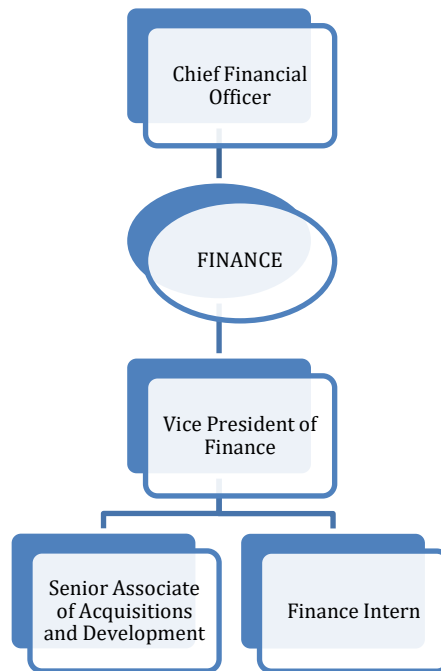
www.crawfordhoying.com

Work Environment

The Finance Intern works at the corporate office and regularly interfaces with internal customers.

Reporting Structure

The Finance Intern reports to the Vice President of Finance.

**Physical Requirements**

The candidate's physical condition must be sufficient for the consistent and successful completion of the responsibilities defined for this position. This position frequently requires standing, walking, sitting, reaching with hands and arms, and lifting up to twenty-five pounds.

**If you are interested in applying for this internship,
please email your resume to hr@crawfordhoying.com.**

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