



## Development Associate

Summer 2023

*Location: Washington, DC*

The Pinkard Group is a private real estate investment and development company that is seeking a bright and motivated candidate to fill an Associate role that offers significant potential for advancement and the opportunity to join an exciting firm entering its next stage of growth. The Associate would work directly with Principals and senior members of the company on current development projects and investments.

### Position Responsibilities:

- Work directly with senior team members of the company to implement business plans for development projects
- Underwrite new projects, help facilitate due diligence and feasibility analysis
- Develop market-based strategies for project programming, delivery and lease-up
- Complete all necessary design, due diligence, community actions and legal efforts to gain entitlements for projects
- Oversee day-to-day management of development projects, including the oversight of project contractors, vendors and other third parties
- Prepare and track project budgets and schedules to ensure project milestones are met on time and on budget
- Assist in securing all necessary project approvals and permits and manage close out process
- Track and report project status to senior team members, investment partners and lenders

### Candidate Background and Qualifications:

- Strong work ethic, integrity, and an ability to thrive in an ever-changing entrepreneurial environment
- Entrepreneurial mindset, a self-starter who can function independently and collaborate as part of a small team
- Three to seven years of prior work experience in real estate with a developer, REIT, real estate advisor, general contractor or construction manager, or private investment firm
- Financial modeling experience and Excel capability – familiarity with real estate specific software such as Argus, MRI and/or Yardi is a plus
- Proactive, detail-oriented work habits with a commitment to a high-quality work product
- Strong academic record and demonstrated leadership qualities through academic or extracurricular experiences
- Developed verbal communication and written presentation skills and demonstrated critical thinking ability
- Working knowledge of the greater Washington, DC real estate market across different asset types is preferred

The Pinkard Group offers a stimulating and entrepreneurial working environment, a collaborative culture predicated on teamwork first and a commitment to maintaining the highest ethical standards. The right candidate will be afforded significant potential for advancement within the firm.

Compensation: Salary plus discretionary bonus – total compensation will be commensurate with experience

To Apply: Please send your resume and cover letter to [careers@pinkardgroup.com](mailto:careers@pinkardgroup.com)