

Advisory Analyst

Applied

Important Dates

Posted On:
Mar 09, 2017

**Applications
Accepted Until:**
Apr 08, 2017

Applying for jobs:
Make sure you follow the application instructions closely. To upload your resume and any other requested documents click on "Documents" and "add new". You can upload multiple resumes targeting specific jobs.

Job Type

Full Time (30 hrs/wk or more)

Number of Openings

1

Desired Skills

Market Research

Communications

Analytics

Marketing

Job Description

We offer you an exciting and challenging work environment as an Advisory Specialist (full-time) at our Downtown Vancouver office reporting to our Director of Advisory and collaborating on a variety of projects at varying stages in its lifecycle.

Our Advisory Specialist will analyze and understand the real estate market, particularly as it relates to the residential industry and new construction multi-family projects.

You will be expected to compile, analyze, and communicate real estate trends to like-minded industry professionals and colleagues. Depending on your experience and knowledge, your core responsibilities will include but not limited to:

- Visit and track various market places and create weekly and monthly market analytics report that provides detailed updates to Advisory Manager(s) and Director of Advisory
- Maintains and responsible for analytics reporting, administrative reports, spreadsheets, presentation decks, timelines, budgets, task lists, and accounting details
- Collect and analyze data to create market brief drafts that

outline data on competing projects to
identify potential markets and marketing programs

- Provide support to Advisory Managers, Director, and/or persons that might request analytic support.
- Regular project site visits to understand the marketplace and gather data on various projects
- Assist with the execution of key documents relating to all areas of the Corporation's service offering
- Be an ambassador of MLA Canada inside and outside of our offices

Qualifications

- Real estate industry experience is an asset but not required.
- Relevant education (Certificate/Diploma/Degree) from a recognized institute
- Proficiency with MS Office applications
- Able to analyze, interpret, and communicate trends in the market
- Ability to read architectural drawings is an asset but not required
- Ability to produce results independently while maintaining a positive team environment
- Positive, energetic and professional. Great communicator and able to present information and data.
- Natural at developing relationships and working with clients and colleagues
- A keen attention to detail with an ability to thrive in a fast-paced environment
- Time-management skills working under pressure with multiple assignments and timelines
- Fun and enthusiastic team player

Job Location

Vancouver, Canada

Hours Per Week

40

Job Sector

Sales and Business Development

Salary / Wage

Salary Dependent on Experience

Website

<http://www.mlacanada.com>

Experience Level

Current Students in an Undergraduate Program, Graduated with an Undergraduate Degree

Similar Jobs

	Intern - Legal & Compliance	Intern Human Resources, APAC	PHP Developer
<	adidas Hong Kong, Non Canada / US Full Time (30 hrs/wk or more)	adidas Hong Kong, Non Canada / US Full Time (30 hrs/wk or more)	Superior Restoration Vancouver, British Columbia Full Time (30 hrs/wk or more)
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