

Seyon - Associate

Company Overview

The Seyon Group is a premier real estate investment firm specializing in industrial real estate within top-tier Northeast markets. Established in 2017 by Bryan Blake and Andrew Iglowski, Seyon focuses on securing high-quality properties in prime locations with the potential for future growth and adaptability. Leveraging their vertically integrated platform, extensive market expertise, and deep local connections, Seyon boasts a consistent track record of outperformance.

Position Overview

Seyon is seeking an Associate to join its investments team. This position is responsible for underwriting and analyzing potential investment opportunities, preparing investment memorandums, and coordinating due diligence efforts. Additionally, this position will support asset management initiatives across Seyon's Boston and Philadelphia industrial portfolios. This role will work with senior management to influence critical decisions.

The Associate must be proficient in underwriting and analyzing potential investment opportunities, as well as assessing strategic decisions related to the firm's current portfolio. Exceptional communication skills and a high-level of proficiency with Argus Enterprise and Excel are essential. The successful Associate will be able to effectively prioritize and manage time-sensitive projects.

Roles & Responsibilities

- Support Seyon's acquisitions team in evaluating, originating, structuring, negotiating and closing transactions.
- Assist the acquisitions team in the due diligence process and with closings, including reconciling closing prorations, reviewing estoppels, and preparing internal investment memos.
- Support asset management across the portfolio including communication with partners, leasing agents, tenants, property and/or project managers, and contractors.
- Analyze individual and portfolio equity investment opportunities using Argus and Excel.
- Analyze partnership returns, promote structures and other cash flow analysis.
- Synthesize underwriting assumptions and market data to create a high-level investment thesis. Summarize into an Investment Memorandum and present to Investment Committee.
- Research and track real estate market performance, maintain internal databases of lease & sale comparables within target markets, and track portfolio tenant activity to support the firm's asset management efforts.
- Assist in preparation of monthly, quarterly, and annual lender and investor reports and presentations.
- Interface with local brokers, partners, third party consultants, attorneys, and transaction counterparts.
- Maintain a weekly Pipeline Report detailing each deal, its status, key deadlines, and projected returns.
- Work with Property Managers to review and finalize annual operating and capital budgets.

Skills & Experience Required

- BA/BS in Accounting, Economics, Finance, or other similar quantitative focus.
- At least 3-4 years of experience in the real estate investment field.
- Proven experience in commercial real estate acquisitions / underwriting / asset management.
- Exceptional quantitative skills, including the ability to perform quick analysis and conduct financial modeling in Excel and Argus.
- Solid knowledge of commercial real estate finance and accounting fundamentals.
- Strong written and oral communication skills.
- Strong attention to detail, exceptional prioritization skills, and ability to efficiently navigate multiple time-sensitive projects at once.