

WE ARE HIRING

FUND MANAGEMENT GRADUATE



Wilton Park, Dublin 2

Our ambition is to create workspaces where people thrive; modern, sustainable buildings that set the standard for how we work today.

We are proud to be one of Dublin's largest real estate owners, and with scale comes the opportunity to shape our city. Our buildings form the cornerstone of neighbourhoods that enhance business life and are always inclusive vibrant places for all. As we grow, we want to continue to add expertise to our team and continually enhance our ability to meet and exceed the expectations of our stakeholders.

We are pleased to offer an exciting opportunity for a Fund Management Graduate to join our team. This role will report directly to the Head of Fund Management and work closely with our Fund Management Team.

Key responsibilities to include

- Support with the collation and analysis of portfolio data to enable quarterly reporting;
- Assist with quarterly valuations to include liaising with MSCI and INREV;
- Assist with updating the quarterly Fund cashflow;
- Work with external advisors to ensure timely and accurate portfolio information is obtained;
- Assist with underwriting asset management scenarios;
- Assist the Fund Associate with the preparation of the quarterly investor reports;
- Assist with the preparation of business plans and evaluating asset performance;
- Research the wider market, analyse and monitor industry developments and transactions.

Personal Profile

- Third level degree in Property Economics, Real Estate or other relevant discipline;
- Minimum of one year's experience working within the property industry;
- Strong analytical skills and attention to detail;
- Excellent communication and interpersonal skills.

Number of Properties

69

Portfolio Value

€2.7bn

Total Portfolio Size

5.1m sq ft



**Click here to view
our portfolio**

This role comes with a very attractive remuneration package including bonus, pension and private health insurance.

If you are interested in applying for this role, please email a cover letter together with an up to date CV to careers@iput.com