



**Position:** Associate Manager  
**Department:** Special Servicing  
**Position Type:** Permanent, Full Time  
**Location:** Frankfurt  
**Posting Date:** 6 February 2012

## Position description

Hatfield Philips Deutschland is currently looking to recruit an experienced Associate Manager responsible for the implementation of asset management workout projects and disposals.

As an Associate Manager your main responsibilities will include:

- Creating cash flow models and track transaction performances along with underwriting prospective loan security.
- Analysing borrowers' financial statements, operating statements and rent rolls and clarifying discrepancies.
- Preparing financial models for tracking and forecasting the performance of the transactions. This includes creating and working on rent rolls, covenants, sales, property allocations and capex.
- Maintaining reports for internal and external sources on property value and compliance with transaction documentation.
- Liaising with borrowers to obtain property and market information and documentation and information needed in connection with reporting requirements, quarterly borrower payments, value of the properties.
- Working closely with Asset Managers and Vice Presidents in the production of financial reports and other client reports.
- Preparing underwriting analysis of prospective security properties.
- Reading and abstracting legal documents.
- Due Diligence support for underwriting of new business

## You will possess the following:

- Knowledge of the German and European Real Estate Markets.
- Experience gained in the Real Estate Sector.
- Finance or Real Estate related degree from a recognised institution.
- Knowledge and understanding of loan documentation and familiarity with monthly (ASR's) and Quarterly IPD Reporting.
- Knowledge and understanding of CMBS transactions.
- Knowledge and understanding of borrower business plans.
- Working knowledge of cash flow analysis and ability to Model NPV scenarios and realisation projections.
- Motivated and detail orientated with the ability to function successfully in a real-estate focused team with little or no supervision.
- Must be able to work, communicate and cooperate with others within a team environment.
- Fluent English and German essential
- Must be able to think analytically and rationally and absorb large amounts of financial detail and use this information to help design and implement appropriate real estate strategies.
- Strong computer skills with extensive knowledge of Windows and Excel.

If you are interesting in applying for this role, please send a cover letter, stating your current compensation and notice period along with your CV to [europerecruitment@hatfieldphilips.com](mailto:europerecruitment@hatfieldphilips.com). No agencies please.