Company description

- CP Retail Asset Management (CPRAM) is a growing private investment group specialising in Retail Property Funds and Asset Management;
- Since 2004, CPRAM has achieved a strong reputation for delivering outstanding results for its clients and generating well above industry average returns on its assets;
- CPRAM is well placed to grow assets and funds under management to over $1bn by 2010 and offer a wide range of investment services to its clients;
- Underlying CPRAM’s success is its commitment to invest in high quality people, reliable and accurate information management systems and rigorous investment processes;
- CPRAM is located in Sydney’s CBD and has clients in Australia and around the world.

Position summary

- The candidate best suited to this role will have:
  - Outstanding levels of academic achievement in a Bachelor or higher qualification in a Mathematics and/or Computer Science or Software Engineering degree, ideally combined with Finance or Economics;
  - Competence in Geographic Information Systems (e.g. MapInfo Pro); and
  - Competence in Microsoft Excel, Access, VBA and SQL.
- The candidate will have strong quantitative ability and analytical skills, commercial acumen and a desire to pursue a career in Investment Management (no experience required);
- The role is responsible for:
  - The development and maintenance of information management, modelling and analytical tools; and
  - In depth research, analysis and interpretation of market and specific property information to inform asset acquisition, divestment and portfolio management decisions.
- Remuneration is $50,000+ p.a. (plus incentives and superannuation) depending on experience and qualifications; and
- This is an outstanding opportunity for a graduate to build lifelong analytical investment skills and work with a highly motivated team with excellent industry connections and prospects.

Role key accountabilities/activities

Initially, the key activities will include:

- Designing, building, maintaining and managing information databases and other research tools that will draw on a variety of information sources to provide insightful market analysis and support investment decisions;
- Developing and carrying out processes to collate and quality check quantitative information;
- Understanding and communicating to other team members the methodologies used for the collection and processing of data;
- Assisting with the design and development property investment procedures, tools and systems of analysis;
• Using Geographic Information Systems to conduct trade area and retail economics analysis; and
• Assisting in the preparation of investment updates and portfolio analysis for senior management and external clients.

Over time, through training and on-the-job learning, the scope of the role will broaden to include:

• Researching, analysing and reporting on annual property performance indicators and other issues impacting property performance;
• Assisting to develop predictive models for external property markets based on key performance indicators;
• Preparing and using investigative and due diligence financial models to assist in the evaluation of potential acquisition and divestment opportunities, primarily drawing on property reports and information memorandums;
• Tracking the performance of individual property investments;
• Co-ordinating and managing the preparation of property asset strategic plans and cash flow models; and
• Preparing and monitoring annual and long term investment forecasts.

The key challenges of this position include:

• Managing and improving an existing information database;
• Building other database and information management tools from scratch;
• Distilling a wide scope of enquiry into key important points; and
• Becoming familiar with industry data sources and the property asset class as quickly as possible.

To successfully deal with these challenges, an ideal candidate’s behavioural profile will include the following attributes:

• Excellent quantitative skills with strong attention to detail;
• The ability to engage in independent, high quality thought and deliver practical and effective solutions to challenges faced;
• Strong initiative with high level of ownership of assigned tasks;
• Outstanding communication skills;
• Enthusiasm, tenacity and commitment to contributing to the success of the team;
• The ability to work in a small, highly motivated team;
• Commercial acumen; and
• The desire to build a career in investment management and set the industry benchmark in property analysis.

If you believe you have the necessary attributes and qualifications to be successful in this role and wish to apply, please email the following documents in either Microsoft Word or .pdf format to recruiting@cpram.com.au:

• A covering letter summarising your experience and interest in this role;
• Your Curriculum Vitae detailing relevant projects/external work conducted which will make you suitable for this role; and
• A copy of your academic transcripts for university entrance exams and all university courses completed.

Applications should be addressed to:

The Recruiting Manager
CP Retail Asset Management
Level 17, BNP Paribas Centre
60 Castlereagh Street
Sydney, NSW 2000

Any queries can be sent to the same email address: recruiting@cpram.com.au