



# Senior Analyst, Asset Management - Toronto

## About the Role:

Reporting to senior management, the Senior Analyst will provide analysis and insight on strategic initiatives in support of retail, industrial, multi-family and office asset management as well as involvement in business and investment management.

## Your Responsibilities:

- Create/analyze asset plans, market reviews, operational and financial reports, budgets, collections/delinquencies, capital expenditures, utility consumption, and value add initiatives.
- Assist in the annual business plan process, new acquisitions and business underwriting, dispositions, including sales and rent roll analysis.
- Review real estate appraisals, analyze property and portfolio returns, and track value creation initiatives and market trends
- Support monthly and quarterly reporting of financial/operational metrics
- Prepare presentations for internal management and investors/clients.
- Analyze and build dynamic pro-formas for new and in-fill development projects.
- Drive process improvements, automation, and standardization of analysis.
- Assist in mortgage financing and reporting to lenders.
- Support the review and monitoring of investment guidelines, risk assessments, and external regulatory reviews.

## Requirements:

- Business/Accounting/Engineering degree with strong analytical and problem-solving skills; progressing towards an accounting (CPA), appraisal (AACI), and/or CFA is an asset.
- Proficiency in Office Suite - Microsoft Excel, Word, PowerPoint (Required); familiarity with Argus, Power BI is advantageous.
- Minimum of 3-5 years of relevant work experience in real estate analysis, appraisal and/or real-estate property accounting
- Experience in valuation techniques (DCF, NPV, cash flow models) and exceptional attention to detail, communication, organizational skills.
- Ability to manage multiple projects under tight deadlines and articulate strategic implications of financial and operational models.
- Demonstrated ability to explore and implement technological efficiencies and work in a fast-paced environment.
- Exceptional organization, interpersonal and communication skills, both written and verbal



## About Epic Investment Services

Epic is a fully integrated real estate management platform providing asset, investment, and property management services to institutional, wealth managers and high-net worth investors. Headquartered in Toronto, Canada, Epic has over \$13 billion in assets under management across Canada and the U.S. comprised of 22 million square feet of office, retail, industrial and multi-family residential properties.

### How to Apply:

Qualified applicants may e-mail their cover letter and current resume to [careers@epicis.com](mailto:careers@epicis.com) indicating **“Senior Analyst, Asset Management – Toronto”** in the subject line.

Epic Investment Services is committed to diversity, equity, inclusion, and is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to ethnicity, age, religion, race, gender identity, physical ability, or sexual orientation, or any other elements protected by law. Epic Investment Services is committed to providing access, equal opportunity, and reasonable accommodation for individuals with disabilities in employment. For all internal and external applicants who require accommodation in the recruitment and selection process, please contact [vpileggi@epicis.com](mailto:vpileggi@epicis.com) for assistance/support.

We sincerely appreciate the interest of all applicants, however only those selected for an interview will be contacted. No telephone calls or Agencies please.

Visit our website at [www.epicinvestmentservices.com](http://www.epicinvestmentservices.com) for further company details.