Downloaded from <https://www.velvetjobs.com/job-descriptions/estate-analyst>

# Example of Estate Analyst Job Description

Our company is looking to fill the role of estate analyst. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for estate analyst

* Be a proponent for automation, aid in connecting systems and improving procedures where applicable
* Liaison with business partners such as Finance, IT, Human Resources, and Workplace Services to ensure alignment of process and procedures related to system navigation
* Supports new loan closings from post-closing
* Analyze real estate investment opportunities (equity and debt) within the Credit Fund business by building financial models
* Create one-page investment memoranda to summarize analytic findings for senior management
* Work with senior members of group to decide which investment opportunities should be sent to senior management for review based on analysis of deal and financials
* Work with the investment team to determine the structure of the investment
* Review legal documents with outside counsel and financial sponsor groups to ensure that financial terms, liabilities and representations are favorable to Fortress in order to close new investments
* Underwrite and value real estate
* Participate in regular meetings with senior management on valuation and structure of the deals

## Qualifications for estate analyst

* Education and Experience –A Bachelor’s degree in Finance or Real Estate Development and one year of related experience is required
* Interprets business challenges, identifies trends and recommends best practices
* Makes decisions that have cross-functional impact
* Bachelor’s Degree required with Accounting, Finance and/or Real Estate coursework
* Comfort working in a fast paced, demanding environment
* Must have vehicle for travel to various bank properties in this area and to attend meetings with Bank and 3rd party professionals