



### **Real Estate Capital Transactions Sr. Analyst**

MMA Financial, Inc. (“MMA Financial”) is an operating subsidiary of Municipal Mortgage & Equity LLC (NYSE: MMA), known as MuniMae. MMA Financial is one of the largest multi-family investment managers of low- and moderate-income housing in the US with more than 2,000 tax credit properties in its investment portfolios. The firm specializes in low-income housing tax credit investments, and provides construction and permanent financing to tax credit developers.

This position is responsible for supporting the Capital Transactions team, specifically in the area of property workout, disposition and refinancing. Job responsibilities include analyzing under performing properties and developing projections for alternative workout scenarios. Assist in property dispositions and refinancings, including site and market analysis, financial modeling for property valuations and loan sizing, legal document review, and preparation of internal investment committee presentations. Interface with our general partners, asset managers, property managers, lenders, investment brokers, accountants, tax experts, and lawyers. Assemble information regarding market data, occupancy data, expense analysis, rent/sales comparables, etc. Assist in the analysis and documentation for ownership transfers.

#### **Mandatory Skills/Experience:**

- Bachelor’s degree in Finance and/or Accounting or equivalent experience
- 4-5 years of real estate and/or relevant financial experience
- Excellent analytical, quantitative, and problem solving skills
- An understanding of common real estate deal structures, including both debt and equity
- A strong understanding of real estate valuation and discounted cash flow analysis, with a thorough knowledge of financial modeling utilizing Microsoft Excel is critical in providing technical and analytical support
- Possess a high level of personal motivation, strong interpersonal skills and sound judgment
- Ability to work directly with senior management, company clients and service providers outside the organization
- Professional verbal and written communication skills

#### **Desired Skills/Experience:**

- Experience in valuation of LIHTC properties. Knowledge of other affordable housing programs like Section 8 a plus.
- Expertise in the analysis of property budgets and historical operating statements.
- Real estate underwriting experience.
- Working knowledge of the legal documentation used for the ownership, financing and sale of real estate assets.

For consideration, please forward (preferably by e-mail) your resume and a cover memo to:

MMA Financial LLC  
101 Arch Street  
Boston, MA 02110

Attn: Recruiting  
E-mail: [bostonresumes@mmafin.com](mailto:bostonresumes@mmafin.com)