



JOB ANNOUNCEMENT

Junior Location Analyst Position (Singapore)

Schedule: Full Time/Regular

Experience: 3+ years

Background

Hickey & Associates is an exciting, global corporate real estate service strategy firm with offices in key global markets, including Singapore, Hong Kong, New York City, San Francisco, London, Sydney, Bangalore, and São Paulo. The firm is seeking an individual who possesses high energy, good communication and interpersonal skills, along with a strong attention to detail.

Position Description

Junior Location Analyst position to be key member of a dynamic, global team providing direct support with in-depth research, document development, visualisation and mapping, and financial analyses and modeling, along with other activities directly related with corporate real estate advisory and location strategy.

Qualifications

- Minimum three years of experience in commercial real estate, urban planning, economic development, investment promotion, and/or data analytics.
- Bachelor's Degree in Finance, Accounting, Urban Planning, Political Science and/or Business preferred, or equivalent education.
- Strong knowledge of Microsoft Excel, Word and PowerPoint required.
- Existing experience with Tableau, SAS, SPSS, R, ArcGIS, ESRI Business Analyst, Python, Common ETL toolsets, and similar tools considered a strong plus.
- Additional education, accreditations and a strong understanding of Corporate Real Estate, Economic Development, and Investment Promotion.
- Candidate must be legal to work in Singapore.

Knowledge and Skills Requirements

- Strong organizational, analytical, attention to detail, prioritisation and communication skills.
- Excellent written, verbal, oral and presentation skills.
- Ability to work independently and within a team.
- Strong client service focus.
- Functional knowledge of a professional services environment.
- Solid value and ethical approach with the capacity to handle proprietary and confidential information.
- Aptitude to learn unfamiliar concepts and topics quickly.
- Capable of providing solutions to multiple projects at any given time.
- Efficiently learn and use internal/external software applications.

Salary

Negotiable and commensurate with experience and education.

Work Environment

Ability to thrive in an office setting, as well as, succeed in a virtual environment.

Interested?

To apply, please email a cover letter and resume to jobs@hickeyandassociates.com.

No walk-in visits or calls, please.

Hickey & Associates Pte Ltd is an Equal Opportunity Employer