

JOB TITLE/ Chức danh: INVESTMENT ASSOCIATE	Division/ Khối:
This Position Reports to <i>Báo cáo cho:</i> <ul style="list-style-type: none"> Investment Manager 	Positions Reporting to this Position <i>Nhận báo cáo từ:</i> <ul style="list-style-type: none">
Summary of Duties/ Tóm tắt nhiệm vụ <ul style="list-style-type: none"> 	
General Scope/ Phạm vi trách nhiệm <ul style="list-style-type: none"> The role will support the company's investment and asset management team in planning, financing, and transaction execution for real estate developments, including budgeting, business planning, partner coordination, and investor reporting. 	
Job Descriptions/ Mô tả công việc <ul style="list-style-type: none"> Prepare, track, and report development/construction budgets and related cost items (e.g., sales & marketing budget, commissions, interest subsidy schemes). Develop and update the business plan and financial model (cash flow / feasibility study) on a semi-annual basis for management and investors. Coordinate with local partners, internal licensing teams, and banks to execute business carve-outs and sub-project transfers. Consolidate and reconcile shared costs with local partners (e.g., construction, shared infrastructure, interest expenses, sales & marketing, commissions, subsidies) as part of transaction closing. Prepare and refine financing documentation with banks to obtain credit facilities for the transaction and construction. Prepare quarterly updates and performance reports for investors. Work with the accounting and project teams to support on-site compensation payments. 	
Essential Qualifications/ Trình độ chuyên môn <ul style="list-style-type: none"> Bachelor's degree in Finance, Accounting, Banking, or a related field. Three to five years of experience in professional services and/or real estate; investment/asset management exposure is a plus. 	Essential Attributes (Knowledge/skills requirements)/ Những yêu cầu cơ bản (Kiến thức/kỹ năng yêu cầu) <ul style="list-style-type: none"> ➤ Knowledge: <ul style="list-style-type: none"> Three to five years of experience in professional services and/or real estate; investment/asset management exposure is a plus. ➤ Skills: <ul style="list-style-type: none"> Strong stakeholder management skills; able to work effectively with internal teams and external parties (e.g., local partners, banks, development, licensing, accounting) at multiple seniority levels. Proactive, detail-oriented, and results-driven; able to manage multiple priorities in a fast-paced environment.

Approval/ Phê duyệt

Accepted by/Chấp nhận



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Date/Ngày:

BENEFIT/ Lương, thưởng, đãi ngộ: <ul style="list-style-type: none"> • Salary: Negotiated directly during the interview. 	WORK PLACE/ Địa điểm làm việc: <ul style="list-style-type: none"> • HCMC.
Level <ul style="list-style-type: none"> • Level: Associate 	Industry/ Ngành nghề: <ul style="list-style-type: none"> • Real Estate
Team size <ul style="list-style-type: none"> • 	Language/ Ngôn ngữ: <ul style="list-style-type: none"> • English: fluent
Ghi chú cho người giới thiệu <ul style="list-style-type: none"> • 	