

## **White + Burke Is Hiring!**

**Spring 2020**

White + Burke, a dynamic and passionate team of commercial real estate advisors, is growing! We are expanding our commercial brokerage business in Vermont and growing our outsourced real estate consulting services into Asheville, NC and Manchester, NH. We're seeking exceptional people to join our team of dedicated professionals. We have two open positions, based in our headquarters in Burlington, VT -- for a brokerage associate and a consultant.

The right people will not necessarily have all the background for the positions. We're looking for attitude and aptitude first and, preferably, some related background. We want the best and the brightest; folks with ambition and who want to be associated with a leading firm with a stellar reputation. For the right person, we offer training and support to build the best team.

### **Commercial Brokerage Associate**

An advisor first. A dealmaker second. Our brokerage team looks at a client's goal from all angles and offers realistic, strategic analysis and counsel. As a brokerage associate, this position includes site analysis and selection, financial analysis, preliminary agreement drafting and review, property advertising, showings and site tours, and client/team meetings. Strong skills in problem solving, listening, communication, negotiation, marketing, valuation fundamentals, finance, research, and due diligence are preferred. Real estate salesperson training and license is not a prerequisite. We are looking for someone with a strong background in a related field, a dynamic personality, and an ability to learn.

This position will require travel around the state of Vermont.

### **Consultant**

Our advisory assignments require taking both a 30,000-foot strategic view and getting deeply into the weeds, often within the same hour. A skilled project manager acts as advisor to the client, assessing the project needs and gaps on a team to help advance it to the next level. Consulting work at White + Burke can range greatly:

- From asset management of properties in an institutional portfolio to a family estate's commercial holdings;
- From financial analysis of a complex multi-phase, mixed-use development project to the financial packaging of a public-private partnership;
- From obtaining land use permits for a growing business to evaluating site feasibility for a new medical facility;
- From assessing potential highest and best use of an aging property to an economic development strategy for a town with dwindling population.

We recognize that everyone has a unique background; we are seeking solid related skills and attitude and aptitude for growth above all. Whether learned on the job or as part of one's background, a White + Burke project manager must have expertise or proficiency in research, project management, team leadership, public speaking, financial analysis or familiarity with construction budgets, development and operating proformas, various funding sources, as well as traditional commercial financing, business writing, understanding of land use, and general client management skills. Our team thrives on a diversity of strengths and also on continuing education to support all members' capability in the all of the above.

This position will require travel around Vermont, New Hampshire, and North Carolina.

**About White + Burke**

A small firm in our 30th year, we pride ourselves on having a warm, collegial work environment, great teamwork, a focus on work-life balance, and a commitment to be the best at what we do. We are looking for team members who align with White + Burke's mission, vision, and values, including the firm's dedication to being a socially responsible community member.

Resume and cover letter should be sent to [career@whiteandburke.com](mailto:career@whiteandburke.com).