



Job Description

Director of Acquisitions

NewMark Merrill Mountain States

THE COMPANY

NewMark Merrill Companies, LLC is a private owner and operator of more than 70 community shopping centers representing over 1,500 tenants covering over 10,000,000 square feet in three States.

NewMark Merrill Companies is owned by President and Chief Executive Officer, Sanford D. Sigal. Since 1997, he has led NewMark Merrill in a community leadership role at the company's shopping centers in more than 55 cities throughout California, Colorado and Illinois ensuring we are an asset to every place we buy, manage and build shopping environments. The company also has a technology business called BrightStreet Ventures, which is a leader in using technology to help us succeed as a landlord, and for tenants to thrive by taking advantage of technology.

Longmont, Colorado based NewMark Merrill Mountain States was founded by Mr. Sigal and Managing Director & Principal Allen Ginsborg in 2007. The Mountain States division currently operates approximately 2,000,000 square feet of retail space in seven Colorado shopping centers including its most recent development project, the Village at the Peaks in Longmont. Mr. Ginsborg is a 35 year veteran of the shopping center industry who has completed over 1,000 shopping center leases in addition to over three dozen retail shopping center developments.

NewMark Merrill works very hard to ensure that our shopping centers are successful for our tenants and the community. Our mission statement is 1) to ensure every community is better by its involvement, 2) to give every tenant a great shot at being successful and recognizing the American dream of building a business that thrives and provides opportunities for their customers and their employees, and 3) to enable every employee of NewMark Merrill to achieve their dreams, to be better for the experience of working at the Company, and to challenge themselves in ways that make them better people.

The company's growth has often landed it on the "Fastest Growing Private Company" lists by creating shopping environments that create meaningful experiences, bringing in tenants who cater to the customer and the community, and by supporting our neighborhoods through events, outreach, and being a role model of a corporate citizen.

We look for people who want to challenge themselves and create something amazing and aren't afraid to make mistakes as a way to grow.

POSITION SUMMARY

As Director of Acquisitions for the Mountain States Division, you will be responsible for developing and managing a pipeline for the acquisition of new shopping center and property management opportunities. Responsibilities will include, but not limited to, sourcing new acquisitions for purchase and/or management, researching relevant data for proformas and financial underwriting, interacting with prospective retailers, documenting transactions, and coordinating due diligence. NewMark Merrill opportunistically seeks large and small-scale ground-up developments, single tenant pad developments, and retail center acquisitions that are logical for redevelopment and repositioning. We also actively pursue strategic property management opportunities.

You will ensure that these opportunities are integrated into the portfolio's operations and that projects will meet the company's plans, goals and objectives.

ESSENTIAL JOB FUNCTIONS

- Pursue retailer requirements, pursue various development leads and canvas strategic properties in target trade areas with eye toward ground up development and acquisition of existing centers to be repositioned.
- Operate in the primary market areas of Colorado. Good familiarity with local markets is a plus.
- Connect and build long term relationships with owners, cities and brokers and research potentially attractive opportunities for the firm.
- Conduct initial feasibility and gain a firm understanding of significant issues affecting a property's performance.
- Solicit and generate key tenant interest for these new opportunities on terms and conditions that match proforma.
- Develop financial proformas and conduct on-going financial assessments of all income and expense expectations for the properties.
- Perform necessary acquisition and pre-development due diligence to confirm initial assumption before closing escrow commencing work.
- Document and negotiate relevant purchase contracts, and other related documents.

REQUIREMENTS / PERSONAL CHARACTERISTICS

- Good communicator in the written and spoken word.
- Strong interpersonal and relationship building skills.
- Strong strategic and analytic mindset.
- Have strong computer skills - EXCEL, WORD, ARGUS, OUTLOOK and comfortable with technology.
- High integrity with a diligent work ethic.
- Team/people oriented.
- Highly organized with good time management skills.
- Meticulous attention to detail.
- Team Player
- Willing to try different ways of doing things to create extraordinary outcomes.
- Willing to learn and grow and take feedback and convey information as observed.

Resumes and corresponding documentation may be submitted confidentially to aginsborg@nmc-mountainstates.com and hr@newmarkmerrill.com.