Lowe Enterprises Summer Internship - Application

Application deadline: February 16, 2015

Internship Description:
Location: LOWE ENTERPRISES, INC.
Job Title: Summer Analyst
Reports to: Associate at Lowe Enterprises, Inc.
Status: Full-Time Summer Analyst
Duration: 8-10 weeks
Compensation: up to $10,000
Location: Los Angeles (Brentwood), California

Summary of Duties: Participate in all aspects of the real estate investment process including analysis of hotel, resort, and mixed use developments and acquisitions and corporate capital market activities, which could include commercial and multi-family opportunities as well as participation in workout, receivership and asset management assignments. Responsibilities include a combination of specific project related work and entity level corporate finance assignments.

Primary Duties and Responsibilities:
Participate in all aspects of the analysis of real estate investment, development, capital markets and operations. The position will include an emphasis in hotel and resort development but will also include capital market work on commercial and multi-family assets and participation in workout assignments across multiple asset classes.

Financial Analysis
Perform complete financial analysis of prospective investment and development properties, as well as potential entity-level and platform investment opportunities, including preparation of financial cash flow models, sensitivity analyses and venture investment return analyses. In addition, assist properties complete development, operations and sales and marketing work as necessary.

Due Diligence
Assist with completion of all necessary aspects of the due diligence process for any investment opportunities pursued by the development, acquisition or capital markets groups.

Market Research
Assist in researching and documenting local, regional and national real estate market data relevant to specific investment opportunities.
Special Projects
Work with project team to research and analyze potential development, redevelopment and/or new business opportunities, and assist in preparation of materials for capital raising initiatives.

Investment Documentation
Assist in the preparation of investment collateral material, including investment summaries, private placement memoranda, business plans and presentations.

Knowledge/Skills/Abilities:
• Superior quantitative and analytical skills.
• Comprehension of real estate fundamentals.
• Grasp of economic principles and market dynamics.
• Excellent communication skills – written, oral and interpersonal.
• Ability to prioritize duties, process multiple projects, work collaboratively, and meet deadlines.
• Computer proficiency - Microsoft Excel, Word, and PowerPoint.

Qualifications:
• Economics, accounting and finance coursework at a top 4-year institution required.
• Previous work experience in asset management, investment banking, strategic consulting or real estate is preferred.

Finalists will be determined by interview with the selection committee.
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First Name: __________________________ Last Name: __________________________

Application Year: ____________

Mailbox #: __________________________ Cell phone: __________________________

E-mail: __________________________ Class year: __________________________

Major: __________________________ Cumulative GPA: __________________________

List two references who we may contact about you:

Reference: __________________________ E-mail: __________________________

Reference: __________________________ E-mail: __________________________

Essay: The essay constitutes the heart of your application, where the Committee gets to know you, your motivation for pursuing your project, and how your project relates to your future goals. As such, you should take great care when composing your responses, answer each question thoroughly, and present a compelling and polished case for why your project deserves support.

- Describe your host organization and project.
- Why are you interested in working for this organization?
- What is the relationship of your internship proposal to your major and career goals?
- How will this experience challenge and impact you?
- Why should you be selected for this internship program?
- Describe your intended living arrangements.

For Internal use only/Application Checklist:

☐ Completed Application Form ☐ Essay ☐ Resume ☐ Analytical Writing Sample ☐ Transcript (unofficial)

☐ Letter of Recommendation (from CMC Faculty Member) ☐ Letter Confirming your Internship from the Sponsoring Agency

Date Received: ____________________________

Submit your application and all materials to: Kelly Lockhart Spetnagel – Bauer 322