



Alliant Communities Preservation Job Description: Asset Manager

Department Overview

At Alliant Communities Preservation, we are dedicated to creating inclusive communities which provide safe, attainable, and affordable homes for individuals and families of all backgrounds. Our team has decades of combined experience creating and managing affordable multifamily communities with varied amenities for residents. We continually strive to create attainable high-quality living experiences in all the communities we create.

Primary Responsibilities

- The Asset Manager is responsible for maximizing asset values and limiting risk liabilities for the assigned portfolio.
- The Asset Manager will manage a portfolio of developments through the oversight of a third-party management company, site visits, financial reviews, compliance review and consistent correspondence.
- In addition, the Asset Manager will focus on the review and analysis of operations, property level financial data for their portfolio, including annual operating budgets, monthly financial statements, distributions, capital contributions, transitions following acquisitions, year-end audited financial statements and tax returns as well as dispositions.
- The Asset Manager will be the liaison for and ensure that reporting requirements are met with respect to the Lender, Investor and Agencies involved.
- The Asset Manager will also assist the department on special projects as assigned. The position requires the ability to apply portfolio analysis and provide in-depth decision-making recommendations to Senior Management.