PIRHL’s mission is to thoughtfully address the growing demand for affordable and service enriched housing in America through the development, construction and ownership of high quality single-family and multifamily apartments. Since 2005, the firm has developed 51 properties which include 4,600 multifamily units of affordable and workforce housing in the Midwest, Mid-Atlantic and Southeast.

**Position Overview**

This seasoned professional will push each project through its critical path to closing, managing the review of due diligence and financial underwriting, the land entitlement process, design-development, financial closing, as well as providing oversight during construction, and lease-up. Projects will involve both the new construction of multifamily family and senior developments as well as the substantial rehabilitation of existing large scale apartment buildings.

**Core Responsibilities:**

1. Manage new construction and / or rehab residential development projects from financial award through stabilized occupancy; lead and manage PIRHL’s team of professionals and partners – client, contractor, civil engineer, architect, technical consultants, partnership attorney, lender, investor etc. – to stated timelines.

2. Negotiate contracts with third party professionals associated with the project.

3. Proactively manage project budgets, critical path timelines, schedules and milestones to stated goals.

4. Lead teams of stakeholders to confirm all due diligence items including title, survey, environmental review, soil conditions, site planning, market strength, and operating expenses for each project.

5. Define and manage the land entitlement process in order to secure permits; Lead project teams, consisting of design professionals and general contractor to prepare and price construction plans and specifications in accordance with regulatory obligations. On rehabilitation jobs, lead the design professionals to establish the appropriate scope work based on need, budget constraints, and financing requirements.

6. Manage the interior design process in accordance with regulatory commitments and partner needs; hire interior designer and oversee selection of finishes, furniture, artwork and accessories.

7. Make presentations to clients, municipal Planning Commissions, City Councils, Boards of Zoning Appeals, etc. as necessary to further a project.

8. Continually identify and pursue sources of gap financing for a project; Work with PIRHL’s finance staff to underwrite a project and define a mutually agreed upon structure for debt, equity and soft funding sources; Lead the project team to achieve financial closing on all sources of funding on a project.

9. Facilitate communication and relationship-building across internal departments and between external stake holders to improve the quality of a development and to ensure positive outcomes. Lead interdepartmental team meetings.

10. Based on experience and seniority, this position may entail the management and training of other development project managers and development coordinators.

**Qualifications - The ideal candidate will have:**

- Must have undergraduate degree and demonstrated academic excellence in a related field (planning, architecture, finance); MBA or similar graduate experience a plus.
- 5+ years direct work experience in affordable housing development and or large scale multifamily development is a strong preference.
- Demonstrated experience in driving a project’s critical path with third party consultants through land entitlements, design development, and project financing.
- Demonstrated experience with setting and managing development budgets a must; deeper experience with financial underwriting a plus.
- Proven ability to effectively manage multiple projects simultaneously.
- Strong oral and written communication skills; Strong presentation and process management skills.
- Must be able to thrive in a highly collaborative, entrepreneurial environment.

**TO APPLY**

Please send a cover letter, resume, and three (3) professional references to:

Human Resources
800 W. St. Clair Avenue / 4th Floor
Cleveland, OH 44113
dshaffer@pirhl.com

No phone calls, please.

Job Posting Number: P18D07

Posting Date: June 13, 2018