



PR/094616 | [Real Estate] Investment Manager

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1541433

Industry

Real Estate Brokerage, Management

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

May 20th, 2025 12:56

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Location

Hanoi

Company and Job Overview

JAC's client is a Japanese real estate investor

Job Responsibilities

- Assist Senior Managers with tasks related to ongoing development projects in the Vietnamese market, including legal document review, timeline updates, negotiation, finalization, execution, and closure of NDA, LOI, MOU, Term-sheets, JAV, SPA, SHA, etc.
- Coordinate with the company's relevant teams and partners to monitor the schedule of ongoing projects, including construction, sales and marketing, and handover.
- Communicate with agents and third parties to identify and evaluate investment opportunities, as well as validate assumptions in financial models.
- Conduct background research and preliminary due diligence on potential partners and projects.
- Prepare financial models and initial investment appraisal documents for internal review and assessment.

- Perform general research and analysis related to macroeconomics, geopolitics, and regulatory matters.
- Translate and interpret content related to ongoing and potential projects and take meeting minutes when necessary.

Job Requirements

- A degree in Economics, Finance, or a related field in Real Estate.
- Over 3 years of experience in a similar role within residential real estate investment and development.
- Strong analytical skills, attention to detail, and proficiency in financial modeling.
- Advanced skills in Excel, Word, and PowerPoint presentations.
- Fluency in English, both written and spoken.
- Ability to work independently and maintain good relationships with other departments and third parties.
- Proactive attitude and willingness to learn new things.
- Flexibility to travel for business when required.
- Understanding and adapting to the working culture of Japanese companies.

Due to the high volume of applicants, we regret to inform that only shortlisted candidates will be notified. Thank you for your understanding.

#LI-JACVN

Company Description