

## Research and Analytics Officer

### Responsibilities

- Prepare performance review and business analysis on portfolio data
- Focus on analytics and assist in building excel spreadsheets, dashboards and models
- Ensuring effective understanding, analysis, and reporting of key metrics
- Support in analyzing and reporting market research data sourced from internal and outside parties
- Track and maintain database for market news and economic data, rental trend, tenants' sales, and future property supply

### Requirements

- Degree holder in real estate, statistics, economics, finance or related disciplines
- Relevant working experience in the real estate or retail/consumer research field is advantageous
- Proficiency in the use of Excel, PowerPoint, familiar with VBA. Knowledge of SQL preferable
- Strong analytical abilities, self-starter and a good team player
- Solid written and oral communication skills and ability to work independently and collaboratively
- Awareness and interest in economic, financial, and general business concepts and terminology. Passion for business issues especially related to the business
- Good team spirit, independent, attentive to detail and extremely organized, and exceptional multi-tasker

### Remuneration

We offer a 5-day work week and an attractive remuneration package commensurate with qualifications and working experience to the right candidates. Fringe benefits for staff include annual leave, paternity leave, birthday leave, volunteering leave, medical scheme (include eligible dependents), life insurance, Employee Unit Purchase Plan and performance-based incentives.