

Fairfax County Government Job Posting

Job #: 17-01744
Job Title: Associate Director - Real Estate Finance (Housing Community Developer V)
Opening Date/Time: Sat. 08/26/17 12:00 AM Eastern Time
Closing Date/Time: Fri. 09/29/17 5:00 PM Eastern Time
Salary: \$36.47 - \$60.78 Hourly
\$2,917.29 - \$4,862.14 Biweekly
\$75,849.49 - \$126,415.54 Annually
Pay Grade: S-30
Job Type: FT Salary W BN
Location: HOUSING & COMM DEV ADMIN, 3700 PENDER DRIVE, FAIRFAX (FH22), Virginia
Department: Housing & Community Dev
Posting Type: Open to General Public

For more information and to apply:

<http://agency.governmentjobs.com/fairfaxcounty/default.cfm?action=viewJob&jobID=1823307>

Come to work at Fairfax County, for one of the premier Public Housing Authorities in the nation! Recently awarded the 2017 Outstanding Project Innovation Award by the National Council for Public-Private Partnerships for collaboration between public and private sector organizations in developing the Residences at the Government Center. (To read more, click [here](#).) The Department of Housing and Community Development (HCD) is looking for a results-oriented, motivated self-starter to become Associate Director for the Real Estate Finance team. This senior manager will be responsible to oversee and manage the complex real estate financing that helps to make affordable housing a reality in Fairfax County.

- Leads the team in developing, managing, and closing complex financial transactions involving low income housing tax credits and tax exempt bonds.
- Collaborates with internal and external customers, including senior management and third-party clients.
- Develops marketing plans for HCD's financing programs.
- Negotiates terms with bankers and underwriters on financing plans for housing projects and programs.

MINIMUM STANDARDS:

Any combination of education and experience equivalent to a bachelor's degree in public or business administration, real estate finance or related field, plus five years of progressively responsible managerial experience in the fields of real estate, real estate finance and lending programs or grants management. A master's degree in a related field may be substituted for one year of the required experience.

NECESSARY SPECIAL REQUIREMENTS:

Appointee will be required to complete a criminal background investigation, a credit check, and a driving record check to the satisfaction of the employer.

PREFERRED QUALIFICATIONS:

Extensive experience with the following is preferred:

Tax-exempt bond financing, loan underwriting, tax credit syndication and other complex financing structures;

Direct knowledge of and experience with financial analysis, mortgage finance, finance structuring and underwriting;

Document preparation and review;

Program compliance related to the use of a variety of private, federal, state and local loan and grant programs for multi-family affordable housing and commercial revitalization;

Working with the public, elected officials and government agencies;

Planning and implementing activities in order to ensure effective and efficient utilization of resources.

Preferred applicants:

Must be results driven, organized, and detail-oriented, with the ability to manage multiple priorities;

Have excellent communication skills (verbal, written and presentation);

Have strong team leadership skills with supervisory experience and a commitment to staff development.

PHYSICAL REQUIREMENTS:

Job is generally sedentary in nature, however, job entails walking, standing, sitting, climbing stairs, reaching and bending; uses hands to grasp, handle, or feel; visual acuity is required to read data on a computer monitor; ability to drive a vehicle. Incumbent must be able to operate keyboard driven equipment and computer, and have the ability to lift up to 15 pounds with or without reasonable accommodations. Duties can be performed with or without reasonable accommodations.

SELECTION PROCEDURE:

Panel interview.

It is the policy of Fairfax County Government to prohibit discrimination on the basis of race, sex, color, national origin, religion, age, veteran status, political affiliation, genetics, or disability in the recruitment, selection, and hiring of its workforce.

Reasonable accommodations are available to persons with disabilities during application and/or interview processes per the Americans with Disabilities Act. Contact 703-324-4900 for assistance. TTY 711. EEO/AA/TTY.