

Asset Management Analyst

Company Background:

Pebblebrook Hotel Trust (NYSE: PEB) is a fully integrated, self-administered and self-managed REIT formed to opportunistically acquire and invest in full-service upper-upscale hotel properties in high-barrier U.S. urban and destination resort markets, along with select limited-service assets in top urban markets. The company's Web site is www.pebblebrookhotels.com.

Location:

Bethesda, Maryland

Position:

Pebblebrook Hotel Trust is seeking to fill a Asset Management Analyst position.

Education:

Bachelor of Arts or Bachelor of Science degree required. Preferred candidates have either a major in hotel administration or prior real estate experience, a strong record of academic achievement, and demonstrated quantitative skills.

Skills/Abilities:

- Strong analytical and computer skills
- Highly developed verbal and written communication skills
- Ability to work both independently and as part of a team
- Attention to detail
- Knowledge of real estate investment trusts (REITs) preferred, but not essential

Responsibilities:

Analysts will begin at Pebblebrook Hotel Trust in asset management. Future analytical roles may also be available in corporate finance and acquisitions. While analysts will be hired into one area, there are opportunities to switch to other disciplines within the company as opportunities arise. Each group's responsibilities include the following:

Asset Management

- Review and analyze monthly operating performance of hotel assets
- Participate in monthly and quarterly meetings with senior company directors and hotel management
- Participate in planning and execution of capital projects
- Prepare financial projections and valuations
- Monitor tenants to protect ownership rights and ensure contract compliance

- Assemble and evaluate economic, demographic and market information
- Assist with legal-related issues including leases, management agreements, franchise agreements, etc.
- Review and critique annual marketing, operating and capital budgets

Acquisitions

- Evaluate potential hotel acquisitions by:
 - creating financial pro-forma projections
 - structuring tenant leases
 - assessing capital requirements and formation of capital plan
 - analyzing the returns to the REIT, including sensitivity analyses
- Assist in underwriting, due diligence and closing functions
- Produce investment memorandum for board and joint venture approval
- Research markets and synthesize data to analyze investments

Finance and Investor Relations

- Participate in debt and equity raises with institutional investors, lenders and investment bankers
- Prepare and coordinate road show presentations for investors
- Assist in disseminating quarterly financial information and articulating corporate strategies to Wall Street analysts
- Monitor and evaluate equity and capital structure of REIT for optimal valuation of REIT structure
- Responsible for REIT valuation model (how Wall Street analysts value REITs)
- Work with senior company directors in developing strategic objectives of REIT

Compensation:

Analysts are compensated on a dual-tiered performance based system that includes a base salary and an annual performance bonus. Analysts are also eligible to participate in the firm's 401(k) Plan.

Recruiting Process:

To pursue an opportunity with Pebblebrook Hotel Trust, please direct resumes and/or questions to: careers@pebblebrookhotels.com