



## **JOB POSTING – REAL ESTATE GIS SPECIALIST (2/1/2018)**

**Novin Development Corp. (NDC)** is an experienced sponsor and developer of large multi-family development projects with a double bottom line mission. We strive for a balanced approach to development, one that centers around social responsibility and environmental sustainability. We believe in increasing the supply of housing to a broad spectrum of incomes and incorporating the latest in sustainable building materials and methods. Our projects are thoughtfully designed to be aesthetically beautiful, functional and in harmony with the broader communities they serve.

**Job Description:** As a member of the acquisitions team, the Real Estate GIS Specialists plays a key role in helping bring the latest technology and data analytics to NDC's acquisitions and brokerage work. From analyzing land use and demographic data to managing a robust database of opportunity sites and ownership information the Real Estate GIS Specialist will gain practical multifamily real estate experience while applying his/her Geographic Information Systems (GIS) background.

### **Real Estate GIS Specialist – Walnut Creek, CA**

- Gather zoning, land use, assessor's office parcel/ownership and other relevant GIS data from various local sources and manage a California wide GIS library
- Conduct GIS analysis to identify sites best suited for multifamily affordable and market-rate development
- Track acquisition and development opportunity sites in excel
- Mail merge property owner information and prepare solicitation letters
- Complete detailed zoning and land use analysis (architectural background a plus)
- Help automate GIS land analysis through code scripts and programming
- Help create an online GIS web portal for development opportunities
- Data entry and database quality control

### **Requirements:**

2 or more years of GIS experience

B.A./B.S. or M.A./M.S. in Geography, Geographic Information Systems, Computer Science, Urban Studies & Planning, Architecture.

Advanced GIS skills, including programming knowledge a plus

Desire to learn about multifamily acquisitions / brokerage and the use of technology

### **Compensation:**

Part-time / exempt: up to 24 hours per week

Pay: \$15/hr - \$35/hr depending on experience