

PMC Finance – Financial Analysis Intern

Position Description: Project Management Consultants Financial Services (PMC Finance) is looking for a driven and passionate Financial Analysis Intern to join our team in a short-term, part-time capacity. This position will assist our core work in identifying and securing public incentives for development and construction projects, including corporate facility projects. This role will have a heavy focus on researching incentive programs, conducting economic impact and property tax analyses, application writing, professional communications, project management, and learning best strategies and practices for filling financing gaps in capital stacks.

Position Duties and Responsibilities:

- Perform research for programs and requirements of various government agencies and municipalities within and outside of Ohio
- Understand intricacies of local and state level incentive programs
- Project and process management including well-organized self-tracking of tasks, responsibilities, and client communications
- Conduct economic impact analyses
- Perform property tax incentive analyses
- Utilize IMPLAN economic impact software to generate inputs
- Report writing (fiscal and economic impact reports)
- Application preparation and writing for various incentive programs' applications
 - Focus on specialized incentive programs including Transformational Mixed-Use Development Tax Credits, Brownfield Remediation grant program, and municipal programs
- Research of new incentive programs on the horizon
- Drafting marketing materials for business development purposes

Position Requirements:

- Currently pursuing a Bachelor's AND/OR Master's degree from an accredited College or University or recently graduated from an accredited College or University
- Academic AND/OR professional experience which demonstrates interests in areas related to the following, or skills including:
 - Economic Development
 - Real Estate Finance
 - Economic Impact Analysis (IMPLAN experience preferred)
 - Report Writing
 - Grant Writing
 - Historic Tax Credits
 - Project Management
- Strong Microsoft Excel, Microsoft Word, and Microsoft PowerPoint skills with professional competencies in data analysis and report writing
- Strong candidates for the position will possess professional level research, financial analysis, data analysis, professional writing, and interpersonal skills.

Desired Qualities in Candidates:

- Ability to learn new skills and procedures quickly
- Ability to manage workload effectively and meet deadlines
- Strong problem solving skills
- Strong interpersonal skills, including with clients and community members of diverse backgrounds
- Strong communication and presentation skills
- History of involvement in professional and community organizations
- Interests in the realms of real estate, economic development, and/or historic preservation

Salary:

- Competitive Hourly Wage (\$20 per hour)
- Expectation to work 20-30 hours per week on average
- Flexible start and end date approximately from January 21, 2025 through May 30, 2025