



# The Hudson Companies Incorporated

Position Available: Assistant Project Manager (APM) —Real Estate Development

CONTACT: [info@hudsoninc.com](mailto:info@hudsoninc.com). No phone calls please.

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## ***About Us:***

Founded in 1986, Hudson is an award-winning and industry-leading residential and commercial developer, builder, and owner. We are a collaborative team guided by entrepreneurial vigor, civic spirit and deep expertise. We are fully integrated, with close affiliates that handle property management and leasing (Lisa Management) and general contracting construction services (Broadway Builders). Our team is diverse and our motivations arise from varied personal and professional experiences, but our crucial commonality is a desire to thoughtfully add to New York City's blocks, boroughs, and 'burbs.

To date, Hudson has developed nearly 10,000 residential units and 400,000 square feet of commercial space, representing \$3.6 billion of total capital. Hudson has successfully developed market-rate, mixed-income, and fully affordable housing, including supportive housing, public housing, and transitional housing. We have projects in all of New York City's five boroughs and have recently expanded into Westchester County and New Jersey.

## ***Role Description:***

The APM will help Hudson to effectuate and manage the pre-development, construction, lease-up, and stabilization of new real estate development projects. The selected candidate will work on multiple specific development projects alongside all members of the company's Development, Design, Construction, Acquisitions, and Asset Management teams as well as Hudson's general contractor and property management affiliates.

The APM will learn how to effectively manage complex urban real estate development projects and gain familiarity with housing policy, building design, financing, construction, and other relevant subject areas. They will gain experience in cross-functional collaboration and project management. This role should appeal to individuals seeking multi-disciplinary, challenging, collegial, and entrepreneurial work environments.

## ***Position Responsibilities:***

Tasks may include:

- Communicating with a wide variety of partners, including community stakeholders, design professionals, law firms, public officials, lenders, and contractors
- Analyzing the financial impact of potential development decisions, as well as updating budgets, expenses, and project pro forma models
- Coordinating and attending construction, finance, and design meetings and preparing meeting agendas, notes, and materials
- Supporting residential and retail marketing efforts
- Researching and reporting on market data, development trends, and topics in housing, finance, sustainability, and tax policies
- Coordinating with Hudson's property manager and general contractor



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## ***The next member of our team:***

Hudson is looking for an individual who is comfortable in an entrepreneurial, solutions-driven, and hands-on environment and possesses the maturity and organizational skills necessary to add value to a fast-moving team. We are seeking an APM candidate that has a passion for housing and community development, quantitative analytic experience, and strong leadership and communication skills. Hudson will strive to expose the APM to multiple projects at different points of the development process while providing any necessary educational opportunities to support the candidate's growth and career development.

- Candidate should be a creative problem-solver capable of fostering cordial and professional relationships with team members from diverse disciplines.
- Candidate must have a four-year college degree from an accredited institution, preferably in urban planning, architecture, engineering, public policy, finance, or a related field.
- Relevant internship or work experience is preferred.
- Candidate must be comfortable using Microsoft Office software – specifically Excel and Word at a high level of competence
- Candidates will be asked to travel to current and potential development sites within the five boroughs and surrounding areas.

## ***Benefits:***

Hudson promotes a healthy work-life balance and supports its colleagues with a competitive benefits package including but not limited to:

- Medical, dental, vision and life insurance with several packages to choose from to fit the candidate's needs
- 401(k) match – dollar-for-dollar up to 5% of the candidate's salary
- Support of professional memberships where appropriate on a discretionary basis
- Partial phone reimbursement
- Professional development through Hudson's "Mentor, Manager, and Guide" Program from Day One

The projected base salary range will be \$70,000-80,000. The position is based in our office near Union Square in New York City.

## ***How to Apply:***

Please send a resume, a cover letter (not exceeding 3 paragraphs), and a writing sample to [info@hudsoninc.com](mailto:info@hudsoninc.com). If a professional or academic writing sample is not available, a brief statement discussing your interest in urban real estate development is suggested.

Please check out our website at [www.hudsoninc.com](http://www.hudsoninc.com) for more information about us.

*Hudson is committed to fostering and cultivating a culture of diversity and inclusion. Hudson is an equal opportunity employer that considers applications from all qualified individuals without regard to race, color, religion, gender, sexual identity, gender identity or expression, age, national origin, marital status, disability, veteran status, or any other characteristic protected by applicable law.*