



# The Hudson Companies Incorporated

Position Available: Assistant/Associate Project Manager — Residential Real Estate Development  
CONTACT: info@hudsoninc.com. No phone calls please.

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## ***About us:***

Hudson, founded in 1986, is an award-winning and industry leading residential and commercial developer, builder and owner. 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 Hudson is a member of the Posse Career Program and the TEAK Fellowship Professional Advancement Program in an effort to create a workforce with a greater diversity of backgrounds, perspectives and talent.

## ***Position Responsibilities:***

The selected candidate will work with all members of the Development and Construction teams. Hudson is looking for an individual who is comfortable in an entrepreneurial and hands-on environment while carrying the maturity and organizational skills necessary to add value to the team.

The APM will work on a variety of real estate developments. The position is based out of the main office in Union Square. Tasks may include:

- Communicating effectively with a wide variety of other partners, including architects, law firms, NYC officials, banks, and contractors
- Analyzing the financial/developmental feasibility of potential acquisitions and ventures, as well as updating budgets, expenses, and project Proformas of ongoing portfolios
- Attending construction, finance and design meetings and preparing meeting notes and materials
- Providing support for condo and rental marketing efforts including the design of marketing materials
- Collecting and reporting on sales and rental data, development trends in the City, and changes in housing, finance, sustainability, and tax policies
- Collaborating effectively with associated Property Management companies

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

We are seeking an APM candidate that possesses a passion for housing and community development, quantitative analysis experience, and strong leadership and communication skills.

- Candidates 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 related field.
- Candidates must be comfortable using Microsoft Office software – specifically Excel and Word at a high level of competence.
- Having experience in real estate development and knowledge of New York City neighborhoods are not necessary but are a plus.
- Those candidates with a graduate degree in a relevant field and/or at least 2 years will be considered for the Associate level position

Please send a resume, a cover letter (not exceeding 3 paragraphs), and a writing sample discussing your interest in urban development (not exceeding 4 paragraphs) to the email address above.