

JOB POSTING

February 26, 2026

Position:	Real Estate Analyst
Status:	Full-time
Department:	Corporate Services
Organization:	University of Calgary Properties Group (UCPG)
Office Location:	405, 3917 University Avenue NW Calgary, Alberta T3B 6K3
Hours per week:	37.5 hours per week, Monday through Friday
Overtime:	Non-exempt and paid in accordance with Alberta Employment Standards
Salary Range:	\$85,000 - \$95,000 per annum
Language Requirement:	English
Vacancy:	One
Start Date:	As Soon As Possible (ASAP)
NOC Code:	NOC 11101 – Financial and investment analysts

Are you a positive, collaborative team-oriented individual recognized for your strong analytical and problem-solving skills within the commercial real estate industry? Are you regularly being noticed for being flexible and adaptable to changing work demands, have the ability to manage competing priorities, with a strong work ethic and excellent attention to detail? If that's you, we want you on our team!

WHAT YOU'LL BE DOING

University of Calgary Properties Group Ltd. (UCPG) is seeking a Real Estate Analyst to provide financial and strategic support across its portfolio of land and property developments. The role is responsible for developing financial models, conducting feasibility and market analyses, contributing to UCPG's strategic and business planning, and supporting joint venture structuring to guide investment and capital decisions. Working closely with leadership and cross-functional teams, the Real Estate Analyst ensures projects achieve performance goals, maximize returns, and align with UCPG's long-term business strategy.

The role will require the individual to have proven experience in real estate financial analysis.

Primary responsibilities include:



- Develop land-use financial models (DCF, IRR, NPV) incorporating joint venture structures, investor return, and debt vs. equity financing scenarios to evaluate phasing, absorption, and exit strategies for master-planned developments.
- Propose valuation metrics to Executive Leadership (e.g., sensitivity analysis, inflation trends, discount rates) to guide capital decisions.
- Support joint venture structuring and return analyses, including equity contribution planning, ROI benchmarking, and refinancing risk assessment for recapitalization initiative.
- Conduct feasibility studies and market assessments across residential, retail, and office components to inform development strategy and optimize yield.
- Collaborate cross-functionally with development, leasing, accounting, marketing & communications, and construction teams to align financial strategy with project delivery.
- Monitor actual vs. projected KPIs and investor returns to inform capital planning, funding strategy, and JV performance across \$12M+ mixed-use assets.
- Create NER models to support leasing strategies and evaluate tenant value optimization.
- Lead preparation of quarterly board materials including sales tracking, absorption benchmarks, and market share insights.
- Support annual budgeting and business planning ensuring alignment with land use strategy, real estate transactions, and market forecasts.
- Support UCPG's procurement process specifically RFPs related to the land sales work program and with drafting of the associated documents.
- Maintain accurate reporting and records related to land transactions and properties within UCPG's portfolio.
- Identify, assess, and mitigate financial and development risks through scenario modeling, sensitivity analysis, and return benchmarking to support sound investment, operational, and capital decisions
- Other duties and projects assigned.

WHAT YOU BRING

Education and Certifications:

- Bachelor's degree in Business with a focus on Finance.
- Coursework in real estate investment and valuation is an asset.
- Additional financial modeling certifications are an asset.

Experience & Skills:

- 2 - 4 years of experience in real estate and land development analysis, with exposure to large-scale, mixed-use projects.
- Proficiency in budgeting, forecasting, and variance analysis to support strategic planning and capital decisions.
- Experience with real estate systems such as Yardi; exposure to financial reporting tools or ETRM systems an asset.



- Strong financial modeling skills (DCF, IRR, NPV, sensitivity/scenario analysis) and ability to apply them in development feasibility, valuation, and capital structuring.
- Advanced Excel expertise including financial functions, scenario modeling, and data analysis; experience with PowerBI, SQL, or VBA considered an advantage.
- Clear communication and presentation skills, with a track record of preparing reports for executive and board-level stakeholders.
- Strong analytical and problem-solving mindset with demonstrated ability to evaluate complex investment and development scenarios.
- Organized and detail-oriented, able to manage competing priorities and deliver high-quality outputs under tight deadlines.
- Collaborative and adaptable, effective at working with cross-functional teams (development, leasing, construction, operations) and external partners.
- Proactive and resourceful, with a strong work ethic and commitment to delivering value.

WHO WE ARE

UCPG is an independent real estate development company established by the University of Calgary. UCPG currently leads the planning and development of two of Calgary's most exciting urban developments in northwest Calgary:

- **University District (U/D):** A nationally recognized, award-winning, 200-acre mixed-use urban community offering residential, retail, and office opportunities, with ample green spaces for modern urban living.
- **University Innovation Quarter (UIQ):** UIQ is an existing 76-acre ecosystem positioned as a district for world-class research, innovation, and development, with significant potential for growth and diversification in northwest Calgary.

UCPG, on behalf of the University of Calgary, combines a strong vision, ambitious goals, and a commitment to its community partners to create amazing places where people can thrive.

Our Vision

A leader in creating amazing places and the trusted developer for the University of Calgary.

Our Mission

To create a legacy for the University of Calgary through sustainable real estate development.

Our Values

GOOD NEIGHBOURS. *It starts with listening.*

We do what we say we're going to do.



WELCOMING. *People come first.*

We treat everyone with respect, ensuring a supportive and considerate environment for all.

IMAGINATIVE. *Creating tomorrow.*

We embrace bold new ideas to build community.

ESTABLISHING ROOTS. *It's in our DNA.*

We believe in nurturing growth and building a strong foundation in everything we do.

The deadline to apply is March 30, 2026. Please send your cover letter and resume to careers@ucpg.ca and include "Application: Real Estate Analyst – YOUR NAME " in the subject line.

Note: Only applicants selected for interviews will be contacted. We thank all applicants in advance for your interest in joining UCPG

UCPG is committed to fostering a diverse, equitable, and inclusive workplace where all employees feel valued and respected. We promote an environment that celebrates the unique perspectives and contributions of every individual. We believe that diversity of thought and background drives innovation and creativity, and we are dedicated to creating a culture that is welcoming and supportive for all.

For more information about UCPG, U/D, or UIQ, visit our website at <https://ucpg.ca/>