JOB TITLE: Research Consultant

Description
SRS Real Estate Partners has grown into an industry leader with a strong foundation of Integrity, Leadership, Teamwork, Respect and Balance. We offer strategic solutions to our clients through five core business lines: Brokerage Services, Corporate Services, Development Services, Investment Services and Managed Services. SRS is proudly the largest real estate firm exclusively dedicated to retail services in the U.S. Headquartered in Dallas with more than 20 offices worldwide, we help our clients outsmart the competition.

POSITION OVERVIEW:
The Research Consultant plays a key role in supporting commercial real estate broker transactions with geographic information (maps, aerials and demographic reports) and administrative duties (office functionality, general requests, and tour book production) and acts as the point of contact for research-related projects originating from the local office. This position consults with retail brokers daily on best research practices in the industry and organizes all projects into efficient, time managed processes to meet deadlines in a high-volume, fast-paced environment. The Research Consultant synthesizes collected data in a format that can be readily consumed by brokers, clients, and other research consultants.

PRINCIPAL RESPONSIBILITIES:
- Creates map, aerial and demographic report deliverables using the following:
  - Local GIS Management in conjunction with National Research Guidelines
  - Aerial imagery in conjunction with National Research Guidelines
  - Demographics
  - Retailer Data Points
  - Psychographics
  - Local Market Knowledge Data (provided by local agencies):
    - Active and planned construction
    - Traffic counts
    - Property ownership/tax record & contact information
    - Zoning/Planning information
    - Commercial Real Estate transactions in market
- Researches, gathers, and organizes data
- Actively participates in assigned projects provided by local brokers and clients
- Actively communicates and participates with national research team and leadership
- Participates in broker / client meetings

REQUIREMENTS
- Solid working knowledge of Microsoft Office: Word, Excel, PowerPoint and Outlook
- Independent problem solver/consultant
- Must have strong communication, organizational and interpersonal skills
- Must have ability to multi-task and participate within a team environment
- Must have ability to conduct extensive/exhaustive research via the internet and other channels
- Bachelor’s degree or equivalent knowledge
- Prior commercial real estate experience preferred
**Ideal Candidates will have one or more of the following:**

- Solid working knowledge of ESRI/MapInfo experience (ESRI preferred)
- Solid working knowledge of Image Editing Applications (Adobe Photoshop/Illustrator/CorelDraw/PhotoPaint, etc.)
- Solid working knowledge of Relational Database Systems and/or Geographical Information Systems (GIS)
- Solid working knowledge of Online Mapping Software/Applications (Google Earth, Bing Maps, Street Atlas USA, Streets & Trips, etc.)