

***POSITION AVAILABLE: Public Finance Consultant***

***WHO WE ARE***

MuniCap, Inc. is a leading public finance consulting firm established in 1997 that specializes in developing and implementing creative approaches to funding public infrastructure, facilities, and services for economic development and urban redevelopment projects, usually involving public-private partnerships.

- Headquartered in Columbia, Maryland with satellite offices in Richmond, VA, Charleston, SC, Pittsburgh, PA, and Dallas, TX
- Experts in real estate development public finance and public-private partnerships
- Provide consulting services to real estate developers and public agencies
- Provide financial and management oversight related to municipal bond programs
- Completed over 145 financings totaling over \$6 billion

***WHAT WE DO***

MuniCap's primary role is to assist developers and public agencies in developing, implementing and managing public financing plans to create successful public-private partnership development projects. MuniCap's role is to facilitate tax increment and special tax bond financing through bond issuance, our "consulting services", as well as to complete the corresponding compliance after bond issuance, our "administrative services".

**Consulting Services**

Policy and Finance Program Development  
Project Feasibility and Pro-Forma Analysis  
Fiscal & Economic Impact Analysis  
Capital Markets/Financing

**Administrative Services**

Project Monitoring  
Annual Budget Preparation  
Financial Reporting to Bond Holders  
IRS Compliance

***CAREER OPPORTUNITIES***

We are currently seeking an experienced, reliable and task-oriented individual. The ideal candidate is highly self-motivated, professional, and capable of managing their work load and prioritizing tasks in a fast-paced corporate environment. This is an excellent opportunity to join a growing company. In this role, you will interact closely with local government agencies and real estate developers as well as perform a significant amount of research. Ideal candidate has finance or real estate experience. Real estate consultant responsibilities include:

- Oversight of multiple large scale, catalytic real estate projects and associated clients
- Preparation of economic and fiscal impact analyses and related research
- Preparation of financial projections related to project feasibility
- Valuation of real estate applying the three standard approaches to value
- Preparation of summaries, reports, and PowerPoints related to financial analyses
- Evaluation of private sector pro formas
- Review of public sector policies
- Analysis of bond and debt financing structures
- Review and interpretation of bond and legal documents
- Review and understanding of market studies, appraisals, and engineer reports

Qualifications:

- Bachelor's degree in Real Estate Finance or Finance
- Proficiency with Microsoft Word and Excel
- Research and analytical skills (bond and finance background is a plus)
- Excellent writing skills
- Attention to detail, organization and time management
- Strong communication skills
- Recent graduates should have a GPA of 3.5 or higher

Preferred but not required:

- Real estate, development or municipal securities experience
- Series 7 exam
- Series 50 exam

MuniCap provides a competitive compensation package, including employer paid healthcare, dental, and ancillary benefits, flexible hours, and paid vacation.

***CONTACT INFORMATION***

For more information on MuniCap please contact us or visit our website at [www.municap.com](http://www.municap.com).

Jackie Abraham  
Tel: (443) 539 - 4107  
E-mail: [Jackie.abraham@municap.com](mailto:Jackie.abraham@municap.com)

Emily Metzler  
Tel: (443) 539 - 4112  
E-mail: [emily.metzler@municap.com](mailto:emily.metzler@municap.com)