



## **JOB DESCRIPTION**

Biggins Lacy Shapiro & Company is dedicated to helping clients compete and flourish by optimizing complex and sensitive location decisions. Over the last twenty years our experts have built the firm's best-in-class reputation for innovation, effectiveness and integrity in the delivery of corporate site selection and incentives advisory services.

We are offering the opportunity for qualified and motivated individuals to join our team as entry-level individual contributors, accountable for providing thorough, accurate and timely research and analysis in support of consulting projects and business development opportunities.

The ideal candidates will have had 1 to 3 years experience in financial and statistical analysis, possess highly-proficient spreadsheeting capabilities, and a talent for organizing and evaluating large amounts of information as well as excellent communications skills. He/she will work with supervision and must display a high degree of integrity and the ability to treat sensitive information confidentially and professionally.

## **RESPONSIBILITIES**

- ▶ Attend client meetings. Learn to identify critical factors. Document results and follow up action steps.
- ▶ Research corporate location decision-making variables, economic development incentive programs and transaction "comparables." Conduct related research as necessary.

# **CONSULTANT**

## **SITE SELECTION AND INCENTIVES ADVISORY**

- ▶ Prepare discounted cash flow and other financial analyses in support of complex economic development projects.
- ▶ Contribute to memoranda, reports and presentations as needed. Contribute to economic development incentives approvals, agreements and compliance reports as needed.
- ▶ Work on project teams with colleagues. Meet project deadlines and provide project status reports as required.
- ▶ Conduct market and other research in support of the firm.
- ▶ Assist in the production of presentations, RFP responses and proposals.
- ▶ Pursue professional and personal development opportunities that can improve performance at work and contribute to the firm's knowledgebase.

## **QUALIFICATIONS**

- ▶ Bachelor's Degree in accounting, finance, business administration, economics, statistics or mathematics.
- ▶ Master's Degree (MBA, Master of Public Administration, etc.) will be considered in lieu of a portion of relevant experience.
- ▶ 1-3 years of relevant experience in finance, corporate real estate, planning, real estate development, economic development, logistics or similar disciplines.
- ▶ Demonstrated competence in project financial analysis, including discounted cash flows, IRRs, NPVs, debt and equity structures and confident knowledge with financial models in Excel.
- ▶ Proficiency in Microsoft Word and other platforms, creating custom templates and visually appealing documents and presentations.



Biggins Lacy Shapiro & Company, LLC

## CONSULTANT

### SITE SELECTION AND INCENTIVES ADVISORY

#### LOCATION

Biggins Lacy Shapiro & Company is headquartered in picturesque downtown Princeton, NJ, surrounded by the region's most desirable restaurants and amenities. Our location is comfortably commutable in the New York and Philadelphia metro areas.

To facilitate getting our new Consultants up to speed and fully engaged as seamlessly as possible, our general preference is to initially staff this role in our Princeton, NJ headquarters. However, for the right candidate, and under the right circumstances, we would consider hosting this position in our Midwestern hub in Chicago.

#### BLS & Co. and COVID-19

While we have been fortunate to remain highly engaged throughout the pandemic, the health and safety of our employees, their families and our clients remain our highest priority. Our team is equipped to operate at a high level of productivity working from home, while maintaining continuous operations in support of our clients, though we look forward to resuming the comradeship and synergies of being together as soon as condition permit. However, for so long as these constraints prevail, we will manage this recruitment and on-boarding process on a virtual basis to the fullest extent practical.

#### WHY BLS & CO?

With more than twenty years of continuous service to diverse industries, BLS & Company's principals and our growing team have helped clients navigate the challenging and sensitive location decision-making process and secure economic development incentives to enable the efficient and cost-effective siting of new plants and facilities. When you join our team, you will be in the company of skilled and collegial professionals who have been recognized for the lasting value we have created for our long-standing clients and for the economic and fiscal benefits enjoyed by their communities.

Our clients who rely on us year after year for expert advice and guidance include an enviable roster of Fortune 500 companies, as well as as innovative start-ups and technology-driven growth companies.

