



<b>POSITION</b>	Senior Vice President of Asset Management
<b>REPORTS TO</b>	Executive Vice President
<b>BRIEF DESCRIPTION</b>	The position of Senior Vice President of Asset Management is an exciting opportunity with direct responsibility for exceeding ownership objectives for a defined portfolio of hotels while actively managing a portion of the company's entire portfolio. This position is also responsible for helping pitch new opportunities as well as develop potential acquisitions. The SVP is also responsible for managing and mentoring Director and Associate-level asset managers.
<b>KEY RESPONSIBILITIES</b>	<ul style="list-style-type: none"><li>• Lead Asset Manager on a portfolio comprised of 6-10 assets.</li><li>• Complete regular onsite property reviews and participate in owner meetings. Interact with hotel GM and other Executive Committee personnel.</li><li>• Ensure accurate and timely preparation and delivery of all client reporting.</li><li>• Improve asset performance through analysis and development of strategies to maximize revenues and minimize expenses.</li><li>• Work with operating teams to successfully develop strategies and decisions relative to ADR's, RevPAR's, occupancies, daily expenses, etc.</li><li>• Prepare return on investment (ROI) analyses for individual or multiple major capital expenditure/renovation projects; prepare sell/hold analyses, franchise conversion, and other DCF type analysis.</li><li>• Supervise operator expenditures of FF&amp;E reserve and capital expenditure projects.</li><li>• Maintain up-to-date knowledge of all factors affecting markets and submarkets associated with the hotel portfolio, including demographics and changes in supply and demand.</li><li>• Ensure compliance with management and franchise contracts.</li><li>• Oversee development of annual operating budgets and annual Asset Management Plan including valuations.</li><li>• Create best practices for other asset managers to implement.</li><li>• Develop Management skills in oversight of Analyst team.</li><li>• Participate in Corporate Objectives.</li></ul>

- Negotiate Management K's and Franchise Agreements.
- Source new asset management opportunities and underwrite new investments.
- Perform other reasonable duties as assigned.

**REQUIREMENTS**

- Minimum of 7-10 years of relevant experience in hotel asset management or a minimum of 15 years of hotel operations or hotel real estate and finance experience as well as extensive knowledge of the lodging industry.
- Deep industry relationships and a keen understanding of the different management and franchise organizations.
- Previous supervisory/leadership/coaching experience.
- Full services asset management and operations experience at hotel or regional level.
- Experience asset managing brand managed hotels is preferred.
- Luxury and lifestyle experience.
- Experience with creating / critiquing long term Capital Plan.
- Working knowledge of Hotel Management Agreements and Franchise License Agreements.
- Experience with F&B License and operating agreements.
- Problem solving in business development and financial issues.
- Strong analytical, written and verbal communications skills.
- Positive, innovative approach to problem solving and the ability to exercise judgment and discretion.
- Ability to interface with legal, finance, construction and development professionals at all levels.
- Ability to multi-task and meet deadlines
- Advanced knowledge of Word, Excel, and PowerPoint
- Flexibility to provide assistance where needed
- Ability to travel

**EDUCATION**

Undergraduate degree in hospitality management and/or real estate finance required

**TRAVEL**

50-65%

**COMPANY BACKGROUND**

Hotel Asset Value Enhancement (hotelAVE) is the leading independent hospitality real estate investment manager providing asset management and advisory services to owners, investors and lenders of hospitality assets. The organization has provided services on over 1,000 hotels; its current asset management portfolio comprises over \$5.5 billion, 22,000 rooms, and over 30 different

hotel operators. In addition, hotelAVE advises on an additional \$10 billion of hotel real estate annually, including acquisition due diligence, underwriting, development, financing, manager selection, franchise agreements, repositioning, renovation, dispositions, and lender services. Founded by one of Lodging Magazine's 2015 Leading Influential Women, Michelle Russo, hotelAVE features a 48-member management team consisting of former hotel owners, operators and hospitality professional advisors, who provide a unique and hands-on operating experience of superior value and above-market return for hotel owners. hotelAVE supports clients in the Americas, including LATAM from its headquarters in Providence, R.I. and its regional offices in New York, Los Angeles, and Miami.

#### CONTACT

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Please reference SVP of Asset Management and your name in the subject line.

HotelAVE is an equal opportunity employer and does not discriminate based on race, color, religion, sex, or national origin.