



District of Columbia Housing Finance Agency
815 Florida Avenue, NW Washington, D.C. 20001-3017
202-777-1600 www.dchfa.org

Employment Opportunity

Multifamily Development Officer

The District of Columbia Housing Finance Agency (DCHFA) seeks a Development Officer to join the Agency's Office of Public Finance. The Development Officer underwrites multifamily real estate development projects by analyzing third party due diligence reports, development and operating pro forma cash flows and developer/development team members' financial and technical capacity. The Development Officer, in support of the Director of Public Finance, will advise the DCHFA's Board of Directors, Executive Director and staff in all matters pertaining to specific transactions, assist in structuring transactions, review transaction documents (including trust indentures, loan, financing and regulatory agreements), and negotiate terms of transactions on behalf of the DCHFA. The ideal candidate should have two to three years of relevant experience in multifamily lending and underwriting mixed financed real estate development projects. Experience in local and federal affordable housing programs, to include tax exempt and/or taxable multifamily mortgage revenue bonds, the low income housing tax credit program, CDBG and HOME is preferred. The candidate must possess strong financial analysis, project management and technical writing skills, be detail oriented, able to work independently, manage multiple responsibilities, and exercise sound professional judgment. A Bachelor's Degree in Finance, Business or related field, with a strong working knowledge of Microsoft Word and Excel are required. The Development Officer will report directly to the Director of Public Finance. Attractive benefits package. Additional consideration provided for DC residency. Qualified candidates should send a cover letter, resume, and salary requirements to the attention of the Human Resources Officer at 815 Florida Avenue, NW, Washington, DC 20001, Fax (202) 986-6736 or hfajobs@dchfa.org. Position will be open until filled. DCHFA is an Equal Opportunity Employer.

The District of Columbia Housing Finance Agency was established in 1979 to stimulate and expand homeownership and rental housing opportunities in Washington, D.C. We accomplish our mission by issuing mortgage revenue bonds that lower the homebuyer's cost of purchasing and rehabilitating a home and the developer's costs of acquiring, constructing and rehabilitating rental housing. We embrace our responsibility with conviction and pledge our best efforts to serve as the city's champion for homeowners and renters and to act as the city's principal catalyst for neighborhood investment.