

Assistant Director, Capital Management

Must be a resident of Illinois or willing to relocate. Flexible scheduling is available, upon completion of a six-month probationary period.

Illinois Housing Development Authority (IHDA), one of the Nation's preeminent Housing Finance Agencies and one of the State's ten largest financial institutions, is currently seeking an Assistant Director, Capital Management to build upon their 50+ year leadership in housing finance.

SUMMARY:

This role is a management position in the Finance Department for the Illinois Housing Development Authority. The department evaluates and monitors general business of the Authority, performs, and provides analysis on financial arrangement and obligation and undertakes necessary action (for the Authority to achieve its mission) while maintaining and managing financial feasibility and risk.

ESSENTIAL FUNCTIONS:

Under the guidance of the Director of Capital Markets, the Assistant Director is responsible for assisting with the strategic development and execution of funding programs such as securitization and warehouse lending for our own balance sheet as well as our broader, investor funded marketplace. In addition, the individual will be responsible for analyzing the economic considerations and value propositions of securitization and other structured solutions. The Assistant Director of Capital Markets will manage a team of individuals responsible for effectuating transactions related to funds or contracts managed by the Authority. The team will manage incoming and outgoing financial transactions, commercial and trust banks, broker dealers, credit and derivative firms' relationships, database maintenance, and reporting. This individual will coordinate across all affected areas of the Authority and proactively identifies opportunities to improve business processes and establish best practices.

Oversees determination and execution of financial transactions. Responsible for all day-to-day operations of the Capital Management department. Identifies issues and resolves problems. Provides leadership in group settings; develops and motivates team members. Strong communication and analytical skills are required.

EDUCATION AND EXPERIENCE REQUIREMENTS:

Bachelor's Degree in business, finance, accounting, economics, or a related field or with 5 -7 years of analytical work experience in finance or accounting, MBA or CFA preferred. Strong analytical skills, including the ability to work independently and assume responsibility for transactions and / or project deliverables with minimal supervision. Excellent organizational skills and ability to handle multiple assignments. Proficient PC skills, including experience with Microsoft Office Suite. Proficiency with Excel and knowledge of database systems. Effective interpersonal/communication skills. Able to build relationships with internal and external partners and communicate effectively (written/oral). Highly organized with demonstrated ability to handle large amounts of data and priorities. Able to work independently and demonstrate initiative.

Excellent benefits package, including 401 (k); immediate vesting.

To apply, submit resume to:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=ee890b7a-c9a4-4880-b61b-79abf60f096e&cclid=19000101_000001&jobId=432593&source=CC2&lang=en_US

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