



## Vertical Bridge Job Description

<b>Job Title:</b>	Real Estate Development Manager – Rooftop	<b>Date:</b>	3/25/2021
<b>Department:</b>	RE Development	<b>Location:</b>	Boca Raton or Remote
<b>Reports To:</b>	Vice President RE Development	<b>FLSA Status:</b>	Exempt

### Summary:

The Real Estate Development Manager - Rooftop is responsible for all business development activities in the marketing, reviewing, analyzing, and negotiating of third-party rooftop and small cell buyout transactions.

### Job Functions:

1. Negotiate and secure purchase agreements of a perpetual easement with third-party owners
2. Adhere to the workflow process and assist Legal to ensure that all closings occur in a timely manner
3. Manage integration of acquisitions with Asset Management and Finance departments
4. Utilize Salesforce for tracking and reporting all prospective third-party acquisition opportunities
5. Recommend process improvements of defined buyout workflows
6. Coordinate with internal VB departments to ensure adequate information regarding acquisitions is provided on a timely basis
7. Assist the Vice President of Real Estate Development on special projects and other duties as assigned

*These job functions are representative of tasks accomplished by incumbents. The list is not exhaustive; incumbents perform other job-related tasks.*

### Supervisory Responsibilities:

None

### Working Conditions and Physical Demands:

Position will work directly from the corporate office.

### Education and Experience:

1. Four-year degree required, preferably in Business or other related field
2. Minimum 3 – 5 years tower operations and other wireless communications experience, required
3. Minimum 2 - 5 years of tower rooftop acquisition experience, required
4. Prior experience working with Salesforce or similar database management system preferred
5. Proficient user of MS Office suite products and expert user of MS Excel
6. Strong written and oral communication skills, including the ability to present ideas and suggestions clearly and effectively and to work with internal and external customers
7. Effective in an entrepreneurial culture, working independently and as part of a team

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