

We are a fast-growing site selection firm based in Dallas, Texas specializing in global office and industrial site selection projects. We are offering you a great opportunity to be an integral part of a high performing team of site selection experts in a truly awesome team-oriented workplace.

COMPANY:

Site Selection Group is a leading, independent location advisory, economic incentive and corporate real estate firm. We help companies optimize their site selection decisions through our innovative service offerings.

- Inc. 5000 Fastest Growing Companies in the United States.
- 5-time winner of Best Places to Work by the Dallas Business Journal.
- We believe in the highest-level of service, innovation, teamwork and excellence.
- Our purpose is to deliver conflict-free solutions that enable our clients to make a positive impact in their communities.
- We have great clients like Amazon, Liberty Mutual, T-Mobile, USAA and Wayfair.
- Developer of IncenTrak[®] - market leading economic incentive compliance management software.

POSITION:

We're looking for an entry-level Associate site selection analyst to come learn how to become a great site selection professional. The pay range we're offering is a guaranteed base salary of \$40,000 to \$50,000 plus bonus and commissions.

- We offer career progression within a fast-growing company.
- We foster a truly interactive environment where all employees' ideas are valued.
- We provide employee benefits including PTO based on tenure, holidays, healthcare, dental, 401K, etc.

REQUIREMENTS:

- Bachelor's degree required.
- Positive attitude with ability to work effectively within a team environment and be managed by others.
- Good emotional intelligence and common sense.
- Attention to work with large data sets.
- Attention to detail and accuracy.
- Able to multi-task in a fast-paced environment.
- Strong written and verbal communication skills.
- Experience with Microsoft Office products, especially Word, Excel and PowerPoint.

RESPONSIBILITIES:

- Conduct market research for active client projects.
- Input/retrieve data from various databases, forms and reports.
- Perform analysis of demographic, labor and economic data.
- Interface regularly with economic development groups and clients.
- Prepare maps and various analyses with GIS software and mapping tools.
- Learn to use Tableau for project dashboards.

LOCATION:

Site Selection Group is located in the Preston Center area of Dallas, Texas. This is a great place to work because it offers easy access to most areas, and incredible amenities within walking distance.

WHY SHOULD YOU APPLY?

- Ability to learn and use some of the latest site selection tools in the industry.
- Work with a team of other high performing analysts.
- Stable way to get into the commercial real estate industry.
- Opportunity for career progression.
- Full employee benefit package.
- Great central location with free covered parking.