



First Property Group plc

32 St James's Street
London
SW1A 9HD

Title: Analyst
Reports to: Jeremy Barkes, Director, Business Development
Based at: 32 St James's Street, London, SW1A 1HD

Tel: 020 7340 0270
Fax: 020 7839 7995

Company Description:

First Property Group plc is an award winning property fund manager and investor with operations in the United Kingdom and Central Europe. Around one third of the shares in the Company are owned by management and their families.

Its focus is on higher yielding commercial property with sustainable cash flows. The company is flexible and takes an active approach to asset management. Its earnings are derived from:

- Fund management - via its FCA regulated and AIFMD approved subsidiary, First Property Asset Management Ltd (FPAM), which earns fees from investing for third parties in property. FPAM currently manages eleven funds which are invested across the United Kingdom, Poland and Romania. FPAM funds rank No.1 versus MSCI's Central & Eastern Europe (CEE) universe for the eleven years from the commencement of its operations in Poland in 2005 to 31 December 2016, and for the annualised periods from 2005 to the end of each of the years between 31 December 2008 and 31 December 2016.
- Group Properties - principal investments by the Group, to earn a return on its own capital, usually in partnership with third parties. Investments include ten directly held properties in Poland and Romania (including five held by Fprop Opportunities plc [FOP], in which the Group is currently the majority shareholder), and interests in seven other funds managed by FPAM.

Listed on AIM the Company has offices in London and Warsaw. Further information about the Company and its products can be found at: www.fprop.com.

Role of department: Business Development:

- To promote the Group to existing and new institutional and private investors;
- To promote the Group to stock market investors;
- To assist the Group to maintain its top rated investment track record.

Tasks:

- To assist in the preparation of presentations, mailshots, marketing documents, fund reports and transaction under consideration documents;
- To assist with commercial, financial, legal, technical and other due diligence on properties targeted for acquisition;
- To maintain the fund management track record database in order to enable prospective investors and external rating agencies to measure and conduct due diligence on First Property Group;
- To assist with management of commercial properties owned by Fprop and Fprop funds (including assets such as retail parks, industrial estates & office buildings). Will involve co-ordination with tenants as well as property sub-contractors;
- To maintain the company website (in process of being updated);
- To perform such other duties as may be reasonably requested.

The successful applicant must:

Registered Office: 32 St James's Street, London, SW1A 1HD
Company Registration No: 02967020

- Be numerate;
- Have an analytical mind;
- Be organised;
- Pay attention to detail;
- Possess initiative and the ability to anticipate;
- Be proficient with Excel, Power Point and Microsoft Word.

Process:

- Please email your CV to jeremy.barkes@fprop.com by Friday 18 August 2017;
- Interviews shortly thereafter;
- Start date for successful applicant intended to be September or October;
- Salary – competitive.

May 2017