



BCC JOBS BOARD

February 23rd, 2022

Firms posting their open opportunities with the [Builders of Color Coalition](#) actively welcome diverse applicants, and look forward to hearing from you. Please let firms know that you heard of the position via BCC.

[Client Services Coordinator](#)

CBRE

A hybrid role that provides marketing, deal, and administrative support for our commercial real estate sales professionals.

[\(Senior\) Financial Strategist](#)

Federal Home Loan Bank of Boston

Examines member balance sheets and advance activity, with other data, to ensure utilization of our products.

[Senior or Principal Credit Analyst - Insurance](#)

Federal Home Loan Bank of Boston

The lead financial analyst monitoring the Bank's insurance portfolio (comprising P&C, life, and health companies).

[Senior Commercial Lender](#)

Digital Federal Credit Union (DCU)

Responsible for developing and managing Commercial Member relationships.

[Senior Credit Analyst](#)

Cambridge Savings Bank

Responsible for identifying and understanding a borrower's credit risks and providing a thorough assessment of the Bank's ability to mitigate these risks.

[Senior Commercial Real Estate Loan Officer](#)

Cambridge Savings Bank

Originate, underwrite, and administer commercial real estate loans for the Bank's Commercial Real Estate (CRE) portfolio.

[Desktop Support Specialist](#)

Sasaki

We are seeking a Desktop Support Specialist who is dedicated to providing a high level of service to our designers at Sasaki.

[Chief People Officer](#)

Sasaki

Develop and execute HR strategy in support of Sasaki's culture, mission, goals, and values. Please send resumes to recruiter@hradvisorsgroup.com.

[Investment Associate](#)

Keller Augusta

This job posting is for a Real Estate Acquisitions role in Boston.

[Investor Relations Assistant](#)

National Development

National Development is looking for a full-time Investor Relations Assistant at our corporate office located in Newton Lower Falls, MA.

[Project Architect](#)

PCA

PCA, a creative dynamic architecture, interiors and planning firm of 70+ people, dedicated to being a socially conscious design firm, is looking for experienced architects in the industry.

[Contract and Lease Administrator](#)

Samuels & Associates

Document preparation, negotiation, abstracting, and review; database tracking and management; and leasing and contract reporting.

[Graphic Designer](#)

Samuels & Associates

Drive traffic to our neighborhoods, retailers, properties, events, and tell a story.

[Marketing Communications Coordinator](#)

Samuels & Associates

Develops outreach materials and manages promotional vehicles to reach a variety of audiences, including tenants, community organizations, neighborhood partners, and our own employees.

[Vice President Capital & Investment Strategy](#)

Samuels & Associates

Primary responsibility for long-term financial strategy and planning, strategic capital raising and financing activities of the firm.

[Design and Construction Manager](#)

Samuels & Associates

Focused on high-quality, mixed-use development assets in leading gateway markets, with a strong emphasis on creative placemaking and value add approaches to real estate.

[Sr. Marketing and Events Coordinator](#)

Greater Boston Real Estate Board (GBREB)

Help plan, manage and market events for the Commercial Divisions.

[Assistant Director of Operations](#)

MassHousing

Creates, organizes, and manages training, planning and project management for the Administration Division.

[Manager of Loan Boarding and Escrow](#)

MassHousing

new loan boarding, escrow analysis, hazard insurance/lender-placed tracking and premium payments, mortgage insurance premium payments, and more.

[Finance Operations Manager](#)

MassHousing

Responsible for researching and developing financial strategies and implementing best practices for the Finance Division.

[Assistant Risk Manager, Mortgage Insurance Fund](#)

MassHousing

Support both external and internal customers for mortgage insurance servicing functions.

[Equitable Business Development Program Coordinator](#)

MassHousing

Support policy and program initiatives related the MassHousing's equitable business goals.

[Diversity & Inclusion Program Coordinator](#)

MassHousing

Ensures that all MassHousing financed projects maximize MBE and WBE utilization and workforce participation.

[Vice President - Portfolio Management](#)

Linear Retail Properties

Responsible for managing the company's lender relationships and financing activities, and other critical strategic portfolio management responsibilities.

[Acquisitions Analyst](#)

Linear Retail Properties

A full spectrum of duties within a professional real estate organization involving most facets of the company's operations.

[Community Investments Closing Manager](#)

Evernorth

Organizing and managing closings for Low Income Housing Tax Credit (LIHTC) and New Markets Tax Credit (NMTC) transactions.

[Revenue Accountant](#)

Cushman and Wakefield

Responsible for all brokerage revenue recognition for the Boston and Philly markets; ensuring accounting rules are followed and revenue can be counted in the appropriate period.

[Water Resources Project Engineer/Planner \(Hybrid\)](#)

Nitsch Engineering

Our Planning Department is seeking a self-motivated engineer/planner to join our team.

[Planner/Sustainability Specialist \(Hybrid\)](#)

Nitsch Engineering

Our Planning Department is seeking a self-motivated planner/sustainability specialist to join our team.

[Civil Project Engineer](#)

Nitsch Engineering

Feasibility report preparation; construction document preparation; local, State, and/or Federal permitting; and construction administration assistance.

[Civil Project Manager](#)

Nitsch Engineering

Manage multiple land development projects, perform technical quality control reviews, develop new business, prepare proposals and budgets, and more.

[Tenant Construction Manager](#)

WS Development

Responsible for the entire Tenant Fit Out process, from initial Lease negotiations, pre-design, design, permitting, construction.

[Creative and Experienced Interior Designer](#)

Arrowstreet

Programming, design development, and contribute to the Construction Document and Construction Administration phases.

[Architect/Designer](#)

CambridgeSeven

Architect/Designer with BA or MA in Architecture, 3-5 years of experience using Revit and AutoCad, and demonstrable visualization skills.

[Real Estate Analyst](#)

Preservation of Affordable Housing

Financial analysis and modeling, site acquisition, due diligence, zoning and permitting, legal document review, budgeting, construction and design.

[Design and Construction Project Manager](#)

Preservation of Affordable Housing

This position will be focused mainly on our Barry Farm project, a 34 acre multi-phased neighborhood redevelopment in Anacostia's Ward 8.

[Director of Workforce Development and Industry Inclusion](#)

Associated General Contractors of Massachusetts

Promote vocational and educational pathways for students into the commercial construction industry.

[Housing Development Officer](#)

City of Boston, Mayor's Office of Housing

Responsible for all appropriate project and program management activities for assigned housing development projects and initiatives.

[Construction Specialist II](#)

City of Boston, Mayor's Office of Housing

Responsible for all construction management and oversight activities and assistance for development projects and programs.

[Housing Development Officer](#)

City of Boston, Mayor's Office of Housing

Responsible for managing a variety of supportive housing and homeless programs.

[Economic Development Director](#)

Town of Brookline

Provide urban planning, analyze real estate development and reuse incentives, and recommend policies related to municipal property.

[Assistant Executive Director](#)

Arlington Housing Authority

Assist the Executive Director in planning, management, administration, and operation of the agency.

[Family Self Sufficiency Coordinator](#)

Arlington Housing Authority

Responsible for the organization and monitoring of the Family Self-Sufficiency Program and recruitment of new participants.

[Executive Director](#)

Housing Corporation of Arlington (HCA)

Lead initiatives that increase the supply of affordable housing; prevent homelessness; and support low- and moderate-income residents to achieve and maintain stable lives in Arlington, MA.

About this list:

The [Builders of Color Coalition](#) promotes commercial real estate employment opportunities via our biweekly jobs newsletter (700+ recipients), LinkedIn network, and Facebook page. Jobs can be posted for a fee at buildersofcolor.com/post-a-job.

Explore [BCC Sponsorship](#) for more information on job posting distribution packages and other benefits.