

Business Development and Leasing Analyst

The Hamilton-Oshawa Port Authority (HOPA Ports) is seeking a driven, solution-focused and dynamic individual to join our Commercial team.

WHO WE ARE

The Commercial team at HOPA Ports works with Canadian and international companies to facilitate trade across our growing port network on the Great Lakes. Our team identifies strategic growth initiatives and maximizes our assets through: leasing, investment, and partnering to develop trade and transportation-related infrastructure. HOPA's Commercial team has attracted more than \$350 million in investment in the past decade, and manages a portfolio of more than 180 diverse tenants and transportation partners.

WHAT YOU'LL DO

This is an exciting role for a smart, entrepreneurial, problem-solver. The Business Development and Leasing Analyst is responsible for strategic business development and client management for HOPA's diverse industrial-commercial portfolio. The incumbent will proactively support the organization's growth through research, analysis and support to the Commercial Vice President.

KEY RESPONSIBILITIES

- Support lease negotiations – working with current and prospective tenants to understand business needs; negotiate, write and review leases, or support negotiations on key deals
- Assist in performance evaluation: identify business opportunities and barriers to growth
- Gather financial and operational data about commercial organizations, organizes the information using industry sources in order to analyze and assess customers' sales trends, strengths, weaknesses and competitive environment
- Analyze industry trends, data and strategies to address issues and pursue opportunities in support of markets, key accounts and brands
- Serve as a point of contact for customer engagement including building strong relationships through proactive communication and personal interactions
- Identify trends, patterns and areas for improvement based on customer insights
- Collaborate with cross-functional teams to implement strategies and initiatives to enhance customer satisfaction
- Stay abreast of current market conditions, trends, and news
- Participate in industry events and networking opportunities; serving as ambassador for HOPA's brand and innovation activities.

EDUCATION / EXPERIENCE REQUIRED

- Master of Business Administration or equivalent

KNOWLEDGE & SKILLS

- Transportation/shipping industry experience considered an asset
- Logistics/cargo movement experience considered an asset
- Excellent analytical and research skills
- Intermediate to advanced skills in MS Word, MS office, Outlook and a property management software program (previous experience with the Salesforce software considered an asset)
- Valid class “G” driver’s license; access to a vehicle for business use at all times
- Must be able to work well independently or in a team environment

SALARY RANGE

Starting salary of \$60,000-70,000; commensurate with experience.

HOPA offers a competitive compensation package, including annual bonus program; defined contribution pension plan and health benefits; education support; employee charitable donation matching and more. HOPA offers a hybrid work model, subject to an onboarding period and requirements of the role.

This role is primarily based in Hamilton, and will require occasional travel to our facilities in Niagara and Oshawa.

About HOPA:

Recognized as one of Hamilton-Niagara’s Top Employers for 2023, HOPA is a small but mighty team of approximately 60 staff. We are comprised of experts in disciplines ranging from Engineering to Finance, and virtually everything in between. Together we manage Ontario’s largest and most successful port network, and we strive to do our job in a way that protects the environment and enhances our community. Learn more about us: <https://www.hopaports.ca/about-hopa/people-and-careers/>

Everyone is welcome

As part of our commitment to inclusivity, diversity, equity and accessibility, our goal is a workforce that reflects the communities we serve. We welcome all qualified applicants to apply including individuals with disabilities, those who identify as Black, Indigenous or persons of colour, members of the LGBTQ2S+ community and others. We are happy to honour accommodations at any part of the recruitment process and invite you to let us know how we can help.

Vaccination Policy:

Please note, HOPA requires all employees to be fully immunized from COVID-19.

To apply for this role, email jobs@hopaports.ca with your resume by March 29 2023.

We thank all applicants; only those selected for an interview will be contacted.