

Apara Hotel Advisers Pte. Ltd. founded in 2010 is a leading Hotel Asset Management and Advisory Firm in Asia.

We provide structured hotel asset management and advisory services exclusively to hotel investors, owners and developers across the Asia/Pacific region.

Currently, the company asset manages 50+ hotels across all market segments through its broad range of in-house skill sets thereby providing comprehensive hotel adviser from development and build, pre-opening, hotel operations, investment and exit strategies.

With more than 90 hotel operator searches completed or ongoing, Apara has demonstrated a proven track record of successfully advising hotel owners and developers with regard to optimal hotel branding under the most favorable terms.

We are looking for dynamic and hardworking talents to fortify our team in India to further enhance our work and offerings.

Job Description

Role: Business Analyst

Key Duties and Responsibilities as a Business Analyst:

1. Collate and review daily reports and other such regular reports submitted by the hotels into established Apara databases,
2. Collate and maintain key market and tourism statistics for the locations of properties assigned to you,
3. Support Asset Managers in preparation of economic feasibility studies and other financial or statistical analysis through data collation and validation,
4. Regularly review the data structures and formulas of the various Apara Reports and databases are accurate and that data integrity is maintained,
5. Compile benchmarking reports with relevant performance indicators from the Apara databases and other external sources of information to support business analysis and budget reviews as directed by the Asset Managers,
6. Prepare monthly, quarterly and other periodic reports covering both property performance, market trends and other relevant indicators for the Asset Managers and clients,
7. Support annual budget reviews and other ad hoc projects (such as feasibility studies, pre-opening budgets, transition plans etc) of the properties through data collation and analysis, and
8. Support and assist in the development and enhancement of Apara Reports and databases.
9. Providing support for all other ancillary activities as maybe required from time to time.

Requirements:

1. Interest or prior experience in the hotel industry.
2. Strong qualitative and quantitative skills with excellent attention to detail.
3. Good interpersonal, written and oral communication skills.
4. Proactive team player who is able and willing to work independently in a fast-paced working environment.
5. Comfortable working with Profit and Loss Statements and Investment Modelling templates.
6. High level of competency working with MS Office and databases.