



Company: Tarragon L.L.C.
Position: Development Intern
Reports To: Development Manager
Classification: Non-Exempt / Hourly
Position Location: Seattle, Washington

ABOUT TARRAGON:

We strive to build opportunity and cultivate community through our expertise, integrity, and stewardship. Locally owned and operated, Tarragon delivers diverse projects, including residential, industrial, commercial, and land development, all with a long-term hold perspective. In every project we create, we are dedicated to driving value for the community, tenants, and our partners. We develop Class A industrial, residential, and commercial projects. Our team is responsible for sourcing new acquisitions and overseeing all our projects' design, entitlement, permitting, construction, and leasing. We plan, execute, and remain involved with our affiliates through the project's life cycle.

ABOUT THE INTERNSHIP PROGRAM:

Tarragon's Internship Program offers valuable work experience in a collaborative and fast-paced work environment and provides a solid foundation to build your real estate career. This three-month-long summer intern program will introduce you to Tarragon and give you exposure to projects across the Puget Sound Region that are in many different stages of development ranging from design, entitlement, permitting, construction, and leasing.

We're looking for results-oriented and motivated candidates with a background in real estate or construction, and a desire to work in the real estate industry. Each intern will walk away with real-world experience, networking, and learning opportunities. Our summer internship program runs from May 2023 to the end of September 2023.

RESPONSIBILITIES MAY INCLUDE:

- Conduct company, property, and industry-specific research
- Participate in Project meetings to obtain real time perspective on land acquisition, entitlement, design and construction
- Help review and interpret project plans and specifications
- Assist in developing and preparing project related marketing and presentation materials
- Track local and regional activity, industry trends, and demographics that affect the Puget Sound Region's real estate market
- Contribute to special projects in support of the Development Team



REQUIRED EXPERIENCE AND ABILITIES:

A successful candidate will possess the following experience and attributes:

- Current college junior, senior, or graduate-level student
- Experience with M.S. Office
- Strong written and oral communication skills
- Strong analytical and problem-solving skills
- Must be resourceful and have a strong commitment toward ensuring accuracy in the own work product and the work product of others.

HOW TO APPLY:

If you are interested in being considered for Tarragon's Internship Program, please submit the following materials to jobs@tarragon.com:

- Resume
- Cover letter
- References

We are an Equal Opportunity Employer. We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, or gender identity, marital or veteran status, or any other legally protected status.

Tarragon will require all employees to be vaccinated against COVID-19. This requirement extends to all exempt and nonexempt employees. Proof of full COVID-19 vaccination by time of hire is a condition of employment – not a condition of applying or interviewing for jobs with Tarragon.