



## DWIGHT CAPITAL

### Assistant General Counsel

Dwight Capital is a leader in commercial real estate finance and is one of the largest FHA/HUD lenders for multifamily and healthcare properties in the United States. Our range of services includes commercial lending across a variety of platforms such as FHA/HUD, Bridge, and Mezzanine Financing as well as Preferred Equity for both stabilized and new-construction properties.

Dwight is seeking a team player who has a “no job too big or too small” attitude. A proactive thinker with a can-do mentality who is ambitious and intuitive will prove successful. Dwight is looking for an individual who takes pride in their work and flourishes in a fast-paced environment. Must have the ability to manage time wisely, follow up, and communicate status of projects. Our ideal candidate will take direction from the Executive Management team well, offer creative and prompt solutions to issues, and provide meticulous attention to detail.

### Role and Responsibilities

#### General Company Matters

- Actively work to make sure that we are positioned to preemptively avoid litigation and risk and advise on potentially risky matters
- Manage and work with outside counsel regarding various other Company matters
- Assist with duties and projects as directed by the CEO, CFO, COO, and General Counsel and work with all departments in the company, including accounting, IT, investor relations, capital markets, marketing and tax on various legal issues and general compliance
- Create and monitor legal entities. Actively work to make sure that we are positioned to preemptively avoid litigation and risk and advise on potentially risky matters
- Work with various team members regarding vendor contracts, NDAs, etc.

#### Development

- Draft and negotiate contractor, architect, engineer, and design consultant agreements for the company’s development projects
- Assist development team in legal matters that arise during various stages of development projects

#### Litigation

- Manage various litigations handled by outside counsel through the process and reporting to all appropriate parties’ regular updates
- Work with risk management team on real estate insurance claims/related risk management matters

### Financing, Joint Ventures, Acquisitions, and Dispositions

- Assist General Counsel and outside real estate counsel on various real estate transactions, including financings, acquisitions, and dispositions
- Negotiate joint venture and similar documentation with joint venture partners
- Negotiate loan documents with various borrowers, lenders, and other partners

### Human Resources

- Work with HR to manage and prevent any and all employment related legal matters
- Ensure that appropriate processes are in compliance with the Company's real estate policies and local laws

### Required Experience & Skill Sets

- Juris Doctor from an accredited law school
- Licensed to practice law in the State of New York
- At least 4 years of experience in a law firm, in-house legal department, or a combination with a focus on commercial real estate financing transactions, mortgage secured real estate financing, construction lending, mezzanine loans or intercreditor arrangements
- Experience with REITs and warehouse lines preferred
- Experience with loan syndications preferred
- Experience with healthcare assets preferred
- Experience with property acquisitions and dispositions preferred

### Overview of Benefits

- Employer contributing healthcare plan including dental & vision, as well as HSA and FSA account options
- 401(k)
- Floating holiday schedule (9 Days)
- Paid Time Off (PTO) commensurate with experience & tenure
- Transit & parking pre-tax plans with company subsidy where eligible
- Fully stocked kitchen (including Kosher) as well as catered lunch several times a week
- Wellness Benefits such as an on-site gym for employees, discounted gym memberships, and group fitness classes
- In-office services such as chiropractor & hair appointments monthly