

## Asset Management Intern

February 2026



### WHO ARE WE:

Founded in 2011, Timberlane Partners is one of the most active Seattle-based real estate investment, development, and asset management companies specializing in multifamily real estate. Led by an experienced team, Timberlane has successfully acquired and developed nearly \$2 billion of real estate assets throughout the West Coast and Mountain West. We pride ourselves on our disciplined, entrepreneurial approach, fostering long-term partnerships, and consistently delivering outstanding risk-adjusted returns. We are seeking a candidate with the ambition to scale aggressively.

### ABOUT THIS POSITION:

We are seeking a part-time Asset Management Intern to join our Asset Management team and support asset management across Timberlane's portfolio. This internship is focused on property analysis, building systems, and data gathering, to assist senior team members in managing assets and their workflows. The intern will work closely with the Asset Management team to provide support and learn rather than actively managing deals. This role is ideal for someone with some commercial real estate experience who wants exposure to the mechanics behind maximizing the value of a multifamily property and to Timberlane's investment process.

**Job Title:** Asset Management Intern

**Compensation:** \$25/hour

**Location:** Seattle, WA (Onsite)

**Schedule:** Part-time (up to 20 hours per week) - flexible around academic commitments

**Duration:** March-June 2026 (with potential extension)

**Reports to:** Asset Manager

### PRIMARY RESPONSIBILITIES:

- Conduct site visits to WA assets and deliver concise reports describing notable and pertinent observations while onsite.
- Maintain and improve existing tracking spreadsheets and data repositories.
- Analyze monthly financial reporting packages from our property management partners to ensure accuracy and identify areas to improve asset performance.
- Review and abstract complex loan and organizational documents.
- Assist in creating meeting materials that will be presented to director level employees and above.

**QUALIFICATIONS:**

- Currently pursuing a Bachelor's or Master's degree in finance, real estate, economics, business, or a related field.
- Demonstrated interest in real estate asset management/acquisitions/investing (coursework, internships, clubs, or personal projects).
- Strong organizational and analytical skills; proficiency in Excel is a plus.
- Detail-oriented and able to manage multiple support tasks simultaneously.
- Excellent written and verbal communication skills.
- Collaborative, proactive, and eager to learn in a fast-paced, entrepreneurial environment.
- Multifamily or real estate experience is a plus but not required.

**WHAT SUCCESS LOOKS LIKE:**

- Produces accurate and timely materials.
- Maintains reliable data repositories and tracking spreadsheets.
- Builds fluency in Timberlane's approach toward executing underwritten business plans.
- Communicates clearly, takes feedback well, and contributes positively to team workflow.
- Demonstrates continuous learning and skill development and assumes increasing responsibility during the internship.

**APPLICATION PROCESS:**

Please submit a resume and a brief note describing your interest in multifamily asset management and Timberlane Partners to [admin@timberlanepartners.com](mailto:admin@timberlanepartners.com).

Timberlane Partners is an equal opportunity employer committed to fostering a diverse and inclusive workplace. Qualified candidates of all backgrounds are strongly encouraged to apply.

