



JOB ADVERT - Details

Company:	Block Recruit
Role title:	Senior Property Manager
Internal Reference Number:	3879
Closing date:	-
Salary:	£40k - £45k
Working Hours:	-
Temporary / Fixed Term / Permanent contract:	Permanent
Location:	Wimbledon, South West London
Contact details for applications:	Jamie Barker jamie@blockrecruit.co.uk
Role description:	<p>What will joining this company do for your career?</p> <ul style="list-style-type: none"> • Allow you to work with an established and respected brand • Provide an exciting portfolio of new build and mansion block developments • Supply investment in your professional development & support growth in your career • Give you a stable, solid career path which will provide you with numerous opportunities <p>We are a large and respected London Based Property Management company. Having been in the industry for 40 years, we consider our team experts in what they do. Our professional reputation has enabled us to grow organically over the years and we now need new talent to join our expanding team. We operate out of our modern, open plan offices in the heart of South West London. Our office can be quiet at times when we are all busy fighting the inbox but there is always time for a break out session to catch up on the latest series to</p>

hit Netflix. We have great transport links and if you live in South West London, there is no need to battle with rush hour traffic, bonus!

We reward well and many of our Property Managers and senior members of staff have been with us for over 10 years. We invest heavily in the training and development of our people, recognising and rewarding hard work.

We are looking for a Senior Property Manager who has a strong focus on customer service. As our talented Senior team member, you will take on an exciting portfolio of new builds and mansion blocks around London.

Your daily role will therefore include preparing and managing Service Charge budgets, coordinating and overseeing major works projects, issuing Section 20 notices, carrying out site inspections, the management of on-site staff and holding AGM's.

The ideal Senior Property Manager would be someone that is driven, self-motivated and dynamic. You must have excellent customer service and communication skills as well as good literate and numerical skills. As a Senior Property Manager, you must be confident, strong and diplomatic with a professional approach to your work.

Minimum Requirements

- 3 Years' Block Management experience
- Experience managing new-build and high-end developments
- A full UK driving license and vehicle

If you don't meet the requirements for this role, call the Block Recruit team to see what other roles we may have which could fit your current level of experience or "[create an account](#)" with us on the website, so we can stay in touch and let you know when other roles to come up. Everyone is of value to us.

Desirable Requirements

- Industry related qualifications (IRPM/RICS)

Salary Range & Benefits

This position is paying an annual salary of around £40K - £45K, plus a number of benefits.

	<p>Application Process</p> <p>Once we have received your CV you can expect to get a call or email within 1 week.</p> <p>Unfortunately, if you don't meet the minimum requirements for this position then you may not be contacted for this role. However, we would still love to discuss other opportunities suitable to your current skill set and experience and how we can assist you in your employment search. Give us a call for a confidential careers chat today!</p> <p>Get in touch today to find out more. Don't miss out on the chance to join this leading brand!</p> <p style="text-align: right;">Contact: Jamie Barker</p> <p style="text-align: right;">www.blockrecruit.co.uk 020 3900 0401 jamie@blockrecruit.co.uk</p>
Company website (optional):	https://www.blockrecruit.co.uk/job/senior-property-manager-london-south-west-london-779.aspx