



## JOB ADVERT - Details

<b>Company:</b>	Hazelvine Limited
<b>Role title:</b>	Assistant Property Manager
<b>Internal Reference Number:</b>	N/A
<b>Closing date:</b>	17.02.2020
<b>Salary:</b>	£25,000 to £30,000 per annum depending on experience
<b>Working Hours:</b>	8:45am - 5:30pm Monday to Friday
<b>Temporary / Fixed Term / Permanent contract:</b>	Permanent
<b>Location:</b>	Newbury, RG14
<b>Contact details for applications:</b>	Please contact <a href="mailto:gemma.burnand@qdime.co.uk">gemma.burnand@qdime.co.uk</a> with your CV or any questions you may have.
<b>Role description:</b>	<p>Hazelvine is part of The Qdime Group which is a growing number of companies specialising in residential property. We are currently in a period of sustained growth and we have a number of opportunities to join the group.</p> <p>Our Newbury office is looking for an Assistant Property Manager to join their tight-knit team. This role is about providing full professional management services for a portfolio of freehold/leasehold developments and individual properties on behalf of freehold clients, developers and resident management companies (RMCs) alike.</p> <p>This role is about providing professional estate management, responding to communications, client management, site management and budgets.</p> <p>We are looking for someone with customer facing experience, who demonstrate exceptional levels of</p>

	<p>customer service.</p> <p>Please get in contact with us for a full job description of this position.</p>
<b>Company website (optional):</b>	<a href="http://www.hazelvine.com">www.hazelvine.com</a> , <a href="http://www.qdime.co.uk">www.qdime.co.uk</a>