



JOB ADVERT - Details

Company:	TemplePM
Role title:	Senior Commercial Property Manager Surveyor
Internal Reference Number:	TPM9100
Closing date:	N/A
Salary:	Up to £55k
Working Hours:	Monday - Friday
Temporary / Fixed Term / Permanent contract:	Permanent
Location:	Birmingham
Contact details for applications:	Gareth Surdo 01789 470403 gareth@templepm.com
Role description:	<p>Senior Commercial Property Manager Surveyor / Birmingham / Up to £55k</p> <p>Are you an experienced Senior Commercial Property Manager Surveyor who:</p> <p>Is highly organised?</p> <p>Is an efficient team player?</p> <p>Can confidently show technical knowledge?</p> <p>Can work with minimum supervision?</p> <p>We could have the perfect job for you!</p> <p>Duties involve the provision and oversight of the management</p>

	<p>services that we supply to our managed portfolio of industrial, office and retail accommodation.</p> <p>Day to day duties are:</p> <ul style="list-style-type: none"> • Management of a small team of Property Managers and Assistant Property Managers • Liaise, assist and consult with the Accounts Managers to enable them to complete their financial reports and service charge reconciliations • Liaise with other internal departments in the provision of additional professional services, such as Building Surveys, Health and Safety Inspections, Insurance Valuations, Rent Reviews, Lease Renewals, etc. • Report to the Head of Commercial Property Management and assist them in meeting the requirements of the existing client database and growing the business. • Identify means of improving working practice and the delivery of our service to the client • Understand and implement the client’s property management strategy <p>Who we're looking for:</p> <ul style="list-style-type: none"> • Resilience & flexibility • Strong organisational skills & attention to detail • An excellent and clear way with words both written and spoken • Has working knowledge of relevant property legislation • Proven experience in the commercial property market • 2-3 years post qualification experience (MRICS) • A clean full UK driving licence <p>PLEASE NOTE ONLY SUITABLE CANDIDATES WILL BE CONTACTED.</p> <p>TemplePM - Recruitment Specialists within the Property Sector finding positions for Block Managers, Property Managers, Estate Managers and Surveyors. If you feel that you have the right background or would like to deal with someone who understands what you do, then please contact us at TemplePM.</p>
<p>Company website (optional):</p>	<p>http://www.templepm.com/</p>