

Commercial Property Manager – Award Winning Developer

Location: Vancouver

Industry: Commercial Property Management

Salary: \$70,000 - \$75,000

A unique opportunity exists to join one of Vancouver's most fun and innovative real estate developers. This is a new position for this company and has come about due to portfolio growth.

What does this job mean for you?

- An almost fully downtown office portfolio – you can walk between virtually all of the buildings
- An opportunity to grow the position yourself and work within multiple departments (leasing, projects, operations)
- One of the coolest offices in downtown Vancouver with a strong company culture and low turnover

If you have any questions regarding this position – please call **Alex Davidson** at **604-689-8687 ext. 223** for a confidential conversation.

COMPANY PROFILE:

Even amongst the real major league developers, this company commands respect due to their innovation in the industry. Whether it is development, property management or leasing – this company does it all in-house and spread themselves along sustainable commercial and luxury residential real estate.

No matter what they do – the look is quintessentially Vancouver. If you love this city, you'll love working at this company.

JOB DESCRIPTION:

Reporting to the Controller and indirectly to the owner, your role as Commercial Property Manager will be to manage the tenants and look after the day to day of a multi-building office portfolio. You will work alongside the leasing department, projects department, maintenance department, and give your input to accounting during budget season. Some duties include:

- Being a main point of contact for tenants, particularly during build outs
- In person tenant meetings (remember, you can walk to the buildings from the office)
- Assisting with leasing during new leases (suite showing), assisting with maintenance/projects for tenant coordination
- Working with accounting during budgets and rent collection

REQUIREMENTS:

- 2+ years of experience in commercial property management
- Experience handling portfolios of over 300,000 sq. ft. desired.

COMPENSATION AND BENEFITS:

- \$70,000 - \$75,000
- 2-3 weeks' vacation
- Discretionary bonuses
- Dental and extended medical benefits
- Phone Allowance
- Tuition reimbursement

HOW TO APPLY:

Please reply with a Microsoft Word version of your resume to: 5434.impact@hiredesk.net, or visit www.impactrecruitment.ca to apply online. If you have any questions regarding this position – please call **Alex Davidson** at **604-689-8687 ext. 223** for a confidential conversation.

Privacy and confidentiality are important to us; as such all applications are kept strictly confidential. We will not share your information with anyone without your prior approval. While we will only be considering qualified applicants for this particular role, if you are interested in pursuing an alternate career path, we would certainly be happy to speak with you about opportunities that fit your profile.

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