

Aspen Williams

RECRUITMENT

Property Manager

Devon

£28,000pa

Summary of position:

- Overseeing a portfolio of residential blocks in the South West
- Expanding firm with scope to progress
- Supportive and friendly team
- Some flexible working from home

Job details:

We have an exciting new role based in Devon for a very good client of ours. Due to expansion they are now looking to appoint a new Property Manager to their friendly and professional team.

You will have responsibility for your own portfolio of residential developments, responsibilities will include carrying out site inspections, service charge budgeting, Section 20 Major Works, liaising with leaseholders, resolving issues and ensuring a high level of service to clients.

We are looking for someone with at least 12 months block management experience. You should have excellent communication and customer service skills. The successful person can expect an excellent salary as well as scope to progress their career. There will also be some flexible/home based working too.

Job Reference: AW372

Your Consultant: Stuart Smith 07872 190815

Aspen Williams Recruitment: Specialist in Block Management
www.aspenwilliams.com