

CAREER OPPORTUNITY

SENIOR PROPERTY MANAGER

We are Ireland's leading commercial property investment company and the largest owner of offices and logistics assets in Dublin.

We are a long term investor with a 50-year track record in real estate. We own and manage a portfolio comprising over 5.2 million sq ft with a net asset value of €2.75 billion.

Reporting to the Head of Property Management, the Senior Property Manager will work as a key member of the portfolio management team, managing a portfolio which extends to over 5.2 million sq ft.

Responsibilities

- Responsible for the day-to-day management of properties within the IPUT portfolio;
- Liaising with tenants, co-owners, agents and advisors;
- Collection of rents, service charges, insurance premiums, etc.;
- Responsibility for risk management and compliance with statutory obligations;
- Maintaining detailed tenancy records and regular review of lease diary events;
- Implementing leasing and rent review strategies;
- Regular building inspections;
- Ensuring best practice energy management strategies are in place for all buildings;
- Liaising with the projects team on refurbishments and new developments.

Personal Profile

- Previous relevant experience (at least 10 years) in large scale commercial property management;
- Experience and knowledge of commercial property management methodologies;
- Proven ability to engage and influence at all levels;
- Pro-active with strong analytical skills and attention to detail;
- Excellent communication skills;
- Third level qualification with SCSI/RICS accreditation;
- IT literate with proficiency in MS Office.

IPUT AT A GLANCE

Number of Properties

95

Portfolio Value

€2.9bn

Total Portfolio Size

>5.2m sq ft

Number of Tenancies

250

Click here to view our portfolio



This is a permanent, full time position and comes with a very attractive remuneration package including bonus, pension and private health insurance.

If you are interested in applying for this role, please email a cover letter together with an up to date CV to careers@iput.com