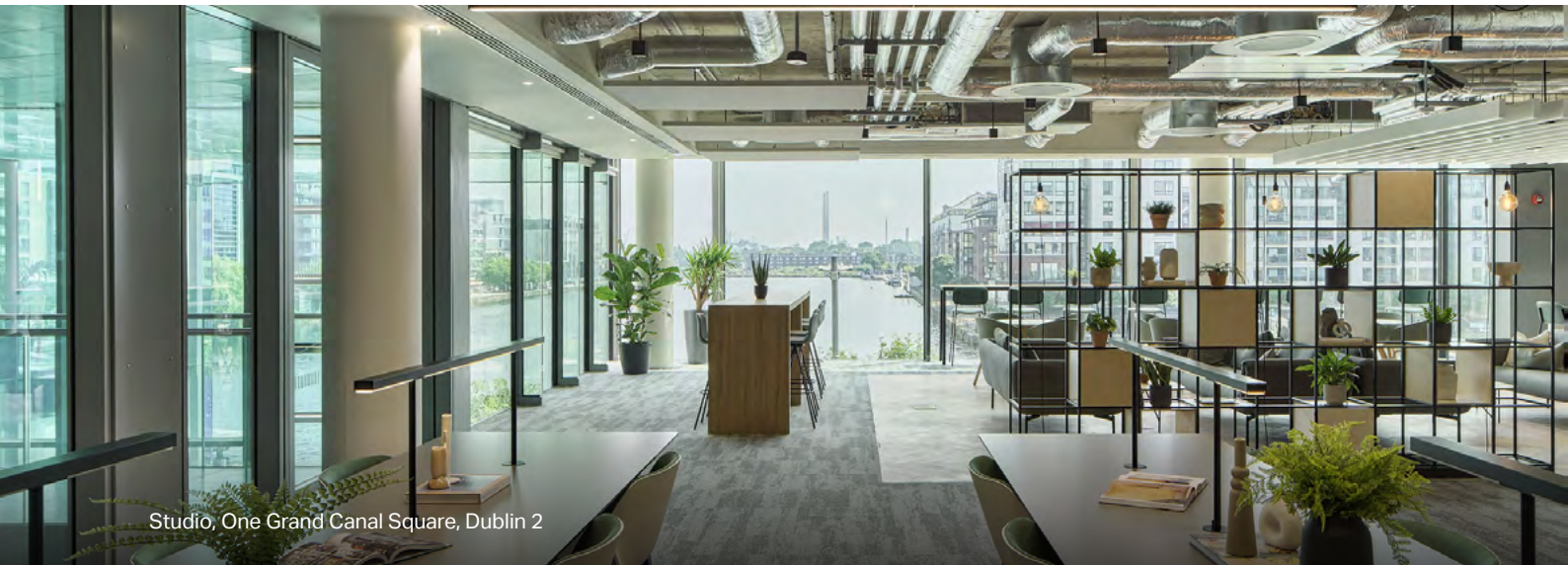


WE ARE HIRING

SENIOR PROPERTY MANAGER



Studio, One Grand Canal Square, Dublin 2

Our ambition is to create spaces where people thrive; modern, sustainable buildings that set the standard for how we work today.

We have an exciting opportunity for a Senior Property Manager to join our team.

The successful candidate will be strategic and leadership-oriented and responsible for a portfolio of premium city-centre office buildings.

In this pivotal role, the candidate will oversee on-the-ground operational excellence, directly supporting asset management and investment strategies. They will lead a dedicated team of Building Managers, empowering them to deliver a premium, hospitality-driven occupier experience while maintaining rigorous service standards.

Key Responsibilities

- **People Management:** Management of a team of Building Managers including weekly attendance at buildings to oversee day-to-day management activity and engagement with occupiers
- **Reporting:** Management of the operating/service charge budgets and reporting on expenditure
- **Services and experience innovation:** Working closely with the Senior Asset Manager, Investment team and Development team, to further enhance the experience in each building through service development and building and amenity improvements.
- **Hospitality:** Proactively identifying opportunities for value add through hospitality led initiatives and service levels.

- **Stakeholder Management:** Professionally coordinate activities and communications with key stakeholder groups including building occupiers, service providers, IPUT management team and local community representatives.
- **Procurement:** With the support of Building Managers (who report into the appointee day-to-day), procurement and oversight of building services on both a planned and ad hoc basis and preparation of annual expenditure budgets and audits
- **Risk Management:** Responsibility for site services risk management and compliance with all statutory requirements
- **ESG:** Implementation of the IPUT responsible investment strategy including delivery of sustainability targets and enhancement of the built environment and public realm

Personal Profile

- 7 years' plus experience in an asset management, property management or a facilities management role within the commercial real estate industry
- A strong work-ethic and a hands-on approach to problem solving and delivering service excellence
- Excellent financial management skills with good experience in project tendering and expenditure certification/year end auditing
- Strong people management experience
- Excellent communication skills
- A strong interest in sustainability and enhancement of the built environment and public realm