

## **CAREER OPPORTUNITY**

# **Director, Property Management**

### **JOB SUMMARY**

Seeking a talented leader who can develop a script, call the shots, and be flexible enough to improvise when needed. If you have a vision for putting our clients in the spotlight while keeping the big picture in view we would like you to consider joining our team.

### **RESPONSIBILITIES**

The ability to provide leadership and strategic direction to the property management department.

The ability to develop and maintain effective working relationships with a wide variety of internal and external stakeholders.

The ability to manage and direct consultants, contractors, and vendors.

### **QUALIFICATIONS**

An excellent understanding of leases, legal, and contractual issues and documents.

An excellent understanding of commercial real estate with emphasis on laboratory and Class "A" office space.

Strong interpersonal, organizational, marketing, and negotiating skills.

A university degree in Commerce or Business Administration, a designation of Certified Property Manager (CPM) from the Real Estate Institute of Canada or Real Property Administrator (RPA) from BOMI.

7 – 10 years experience, or an equivalent combination of education and experience.