

JOB POSTING

BE Influential. BE a Game Changer. BE the Expert. Be all that and more at Colliers International. Join our team as a Property Manager in Winnipeg, MB

At Colliers International, we help leaders succeed by helping them build amazing workplaces, businesses and communities around the world. We do this by thinking differently, sharing innovative ideas and offering a unique and collaborative workplace where you can succeed.

Who you are?

As the Property Manager, you will be involved in all aspects of managing an office portfolio, from operations and financial activities to managing important relationships with our tenants, property owners and vendors. From managing service contracts and overseeing tenant improvements, to completing property inspections and making recommendations, you'll have the opportunity to share your innovative ideas.

What you bring:

- Five or more years of progressive experience managing commercial properties, including office portfolios.
- Fantastic communication skills, with a track record of providing customer excellence to clients and tenants.
- Strong understanding of financial reports, including variance of actual vs. budget numbers.
- Demonstrated experience with real estate software such as Yardi, MRI, etc.

Bonus skills and experience

- Experience with capital improvement projects.
- Computer proficiency in all MS Office programs.
- You hold a CPM or RPA designation.

What success looks like:

- You develop and maintain strong relationships with property owners, tenants, vendors and contractors, to ensure customer excellence at all times.
- You successfully prepare and plan all financials, from monthly to annual budget reports, as well as any capital projects.
- An excellent ability to work at a fast pace, managing multiple projects at any given time and making sure deadlines are met.

BE who you are and what you want to be with Colliers International. We'd love to meet you. Apply today to join our team.