



Leasing Manager

Job No: **ARTIS2055**

Location: **Winnipeg**

We are searching for a **Leasing Manager**; *sales mindset, an outgoing personality and a great communicator* to join our Leasing Team in Winnipeg.

Why work with us?

- You get to challenge yourself daily with interesting work with a Top Employer
- Be recognized for your talent and contributions with a solid total compensation package
- We invest in our people, assets, and our community
- Work alongside an experienced team with opportunities to learn and develop your career

You'll do great if you:

- Work well in a high-pressure deadline-driven environment while ensuring accuracy
- Naturally, build relationships with great communication skills.
- Enjoy organizing and prioritizing your time to meet strict deadlines.
- Develop teams with influence and integrity.

The opportunity:

Reporting to the Senior Vice President, Leasing – Central Canada Region, this position manages leasing activities in the Central Canada industrial, retail and/or office portfolio as assigned. Other duties include:

- Track pending lease expiries, option renewal notice periods and complete renewal negotiations.
- Orchestrate the leasing of vacant space through negotiations with tenants and third-party leasing brokers.
- Ensure all vacant space is market ready.
- Work effectively with the property managers to ensure vacant spaces and properties are shown to their best advantage and to facilitate the timely completion of Landlord and Tenant Work.

- Monitor competitive leasing transactions and maintain up-to-date data on market rental rates, leasehold inducements, sizes of available competitive vacancies, parking ratios and additional rent charges.
- Summarize all proposed transactions using the BAF form and recommend terms for new and renewal leasing.
- Create, analyze, and negotiate Letters of Intent, Offers to Lease, Leasing Proposals, BAFs and similar documents and manage the negotiations through to culmination.
- Negotiate and recommend amendments to the Landlord's standard lease documents.
- Create and submit monthly leasing reports to measure performance.
- Along with property managers, provide increased communication with existing tenants to improve landlord/tenant relationships.

Technical qualifications:

- Salesman's License through the Manitoba Securities Commission preferred.
- University undergraduate degree in business or related field or a combination of other education and business experience.
- 2 – 5 years' experience in commercial real estate leasing with an emphasis on industrial, retail and/or office.
- Proficiency with MS Word and Excel.
- A clear understanding of the concepts in a commercial real estate lease.
- Working knowledge of leasehold construction and pricing of Landlord and Tenant Work.
- Class 5 Drivers License and personal vehicle.

Apply now!

Forward your resume in confidence with a cover letter outlining your experience and salary expectations by September 6, 2021, to the attention of Swati Khuntia.

Artis REIT is committed to equity, diversity and inclusion. Employment decisions are made without regard to race, color, gender, religion, national origin, age, physical or mental disability, sexual orientation, gender identity, genetic factors, or other characteristics protected by law. Accommodations are available on request for candidates taking part in all aspects of the selection process.