



UK REAL ESTATE

YOUR PARTNER, DELIVERING REMARKABLE REAL ESTATE PERFORMANCE



APAM

ASSET MANAGER

COMPANY: APAM Ltd

LOCATION: London

REPORTS TO: Senior Asset Manager

TYPE OF VACANCY: Permanent

TIME/PART TIME: Full Time

BUILD A CAREER WITH APAM – CONNECT, GROW AND CREATE VALUE

ABOUT US

APAM delivers tailored solutions that drive remarkable real estate outcomes for our partners. Our fully integrated team of over 50, based in London and Manchester, provide services for every stage of the real estate cycle, across a diverse range of sectors.

Over the last decade, we have delivered successful real estate solutions for £4B worth of real estate across the UK, working with global institutional and private investors, private equity groups, local authorities and stakeholders, as well as lending banks, special servicers and other debt providers.

ABOUT YOU

You're energetic and collaborative, someone who does not accept things as they are 'supposed to be', or 'have been' done. APAM is an original. We are market leaders and not followers. Together, we'll create innovative solutions aligned with our clients' objectives and needs.

WHY APAM?

- Dynamic, challenging and interesting work
- Personal development and training opportunities
- Friendly, professional, and collaborative work environment
- Part of the Catella Group – network extends across Europe and Hong Kong
- WorkWell programme (wellbeing, charitable and engagement initiatives)
- Reward and Recognition Programme
- Fosters diversity and inclusion
- ESG framework and Responsible Investment process

ABOUT THE ROLE

We are looking for an Asset Manager with a passion for UK real estate to join our fast paced, dynamic and friendly team.

Whilst you will be required to travel independently around the UK visiting assets, you will play an important role in our integrated team, where Asset Management, Property Management, Investment Management, Portfolio Management, Directors and Ops all work closely together.

This is a great opportunity for an individual looking to contribute to the success of a growing organisation.

KEY RESPONSIBILITIES:

To ensure optimum delivery of client's objectives with skill and expertise to achieve maximum client satisfaction and company profitability.

Asset Management – specific assets, mainly retail and support across all sectors

- Support the team to prepare cashflow and asset management business plan inc CapEx requirements to meet clients' objectives and add value
- Report to Senior Asset Managers on a regular basis to ensure the effective and timely implementation of above
- Assist the team to procure and manage effectively appropriate third parties to aid implementation of business plan
- Assist with the procurement and management of letting agents including production of marketing material
- Work with the team to manage letting process ensuring transaction is completed quickly and efficiently
- Assist with the procurement and management of consultants to provide advice and undertake rent reviews, lease renewals and lease regears
- Manage the rent review, lease renewal and lease regear processes to timely completion
- Manage and be responsible for all aspects of property management via third party or in house managers including rent collection, service charge management, property maintenance, health and safety audit
- Ensure asset data base is current and accurate at all times
- Work with the team to manage client's legal advisors and other advisors ensuring optimum performance and minimal cost
- Provide information to and assist client's valuers
- Assist the team to manage handover of asset and property management data and work in progress for acquisitions, disposals and where APAM steps into an asset management role

Strategic Asset Management Support

- Support the team to identify property transaction/new business opportunities e.g. marriage value, JV's, acquisitions, disposals, development opportunities, alternative land use etc
- Support the team to prepare investment/development appraisals and recommendations to client
- Assist the team to execute business plan strategies from implementation to exit or identified milestones as agreed with client

SPECIAL REQUIREMENTS (e.g. travel, unsocial hours)

- Normal Hours of work for this role are 5 days a week 9.00 am – 6:00 pm based in the Company's London office –please note we currently have special arrangements in place for working safely during the coronavirus outbreak.
- Must be flexible and able to work extended hours as likely necessary on occasion.
- May be required to travel both within the United Kingdom and abroad

SKILLS AND EXPERIENCE

Technical:

- Competent business user of MS Office software including; Word, Excel, Powerpoint
- Previous experience of property management databases

Experience:

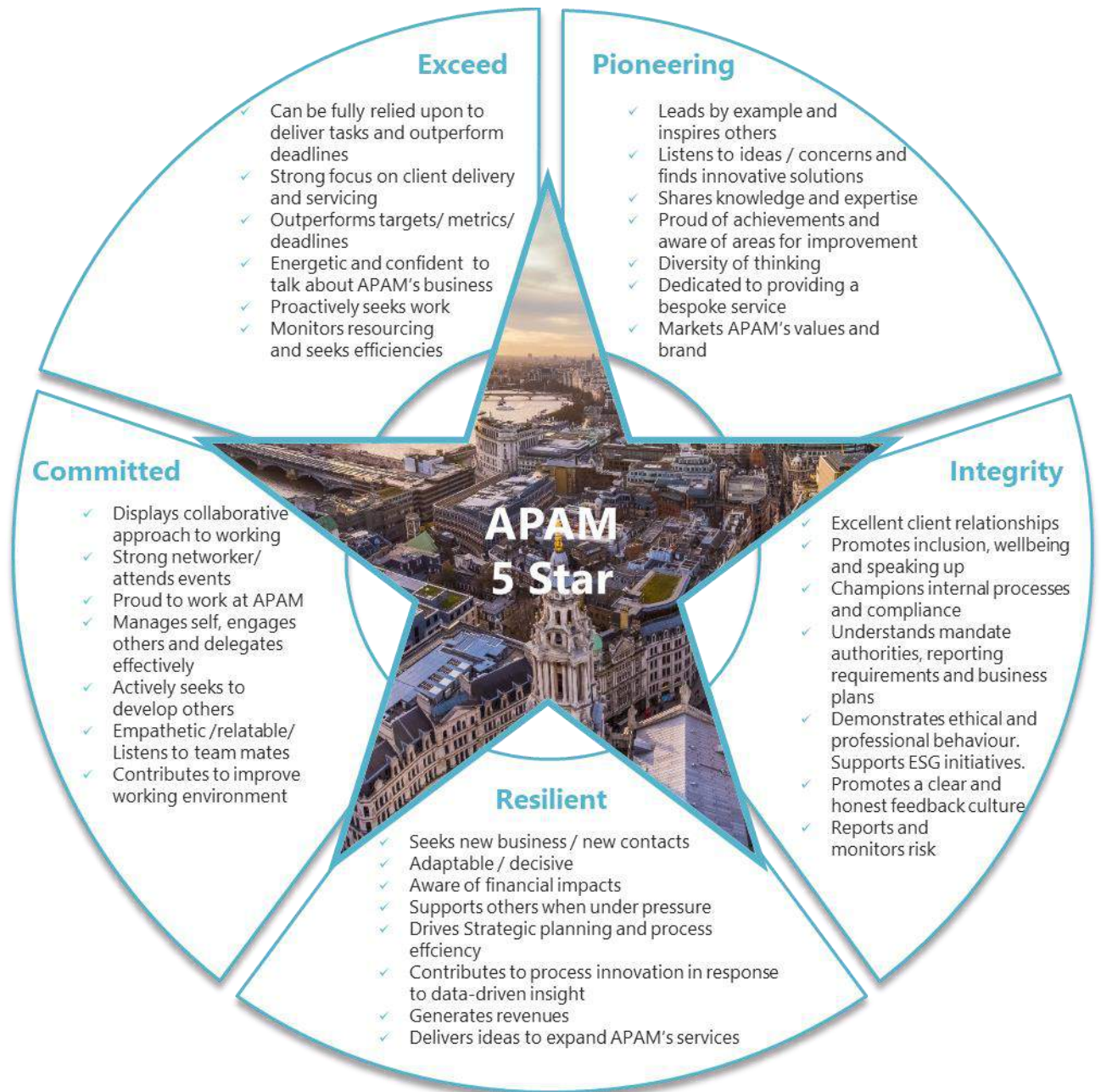
- 2-3 years' experience in commercial property asset management - relevant property asset management experience, gained within either a client-side role and/or a consultancy
- Holds an Open Drivers License
- RICS qualified

Education:

- A Level education or equivalent
- Degree education or equivalent in a related discipline
- MRICS (Member of the Royal Institution of Chartered Surveyors)

KEY COMPETENCIES

We use our key competency framework to recruit and develop our team because we want to ensure our people have the ability to exceed expectations and make a real impact on the work we do.





APAM

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