

PR/096002 | [Ho Chi Minh] Leasing Manager

Job Information

Recruiter
JAC Recruitment Vietnam Co., Ltd

Job ID
1599238

Industry
Real Estate Brokerage, Management

Job Type
Permanent Full-time

Location
Vietnam

Salary
Negotiable, based on experience

Refreshed
November 14th, 2026 00:00

General Requirements

Minimum Experience Level
Over 6 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
None

Minimum Education Level
Associate Degree/Diploma

Visa Status
No permission to work in Japan required

Job Description

Company and Job Overview
JAC's client is part of a global real estate group, focusing on property development and investment opportunities in Vietnam advisory is looking for a Leasing Manager
Location: Ho Chi Minh City
Job Responsibilities

- Handle end-to-end leasing process including contract negotiations, coordination with facility management companies, fit-out management, and other detailed tasks leading to deal closure, achieving occupancy and revenue targets.
- Develop, maintain and expand strong relationships with tenants, brokers, and business partners, professionally in response to their requirements, address their needs, and further consider their feedback for improvements in leasing activities.
- Proactively conduct market research, provide market info (E.g.: price, market trend, benchmark, market demand and supply etc)
- Report and update leasing activities to senior asset manager and other company management team periodically.

- Prepare necessary supporting documents for leasing activities for internal approval process.
- Participate in selected tenant after-sales services, property operation, and asset management activities to develop a broader understanding of real estate asset management.
- Business trips to other cities in Vietnam if required.
- Other relevant duties assigned by the company.

Job Requirements

- Minimum of 5 years of relevant experience in real estate leasing, business development, sales, or other related functions, experience in industrial real estate, warehouses, logistics facilities, or industrial parks with established network is preferred.
- Demonstrates good understanding of the warehouse, logistics and industrial real estate market in Southern Vietnam (e.g.: HCMC, Long Ann, Binh Duong, Dong Nai, Tay Nih etc) and strong knowledge of tenant requirements and market dynamics across logistics (3PL), manufacturing, distribution, retail, FMCG, e-commerce, and related sectors.
- Proven experience in tenant sourcing, business development, lease negotiation, and contract execution, network with potential tenants, brokers, logistics operators, or other relevant industry stakeholders is an advantage.
- Highly driven to support and expedite the closing process of leasing transactions.
- Excellent communication skills in both English and Vietnamese languages, Chinese language is highly advantageous to liaise with Mandarin-speaking vendors and stakeholders etc.
- Detail-oriented, responsible, self-motivated and able to work independently.

Interested applicants, click APPLY NOW
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Company Description