



PR/094945 | Senior Property Manager for a global real estate development company

募集職種

人材紹介会社

JAC Recruitment Vietnam Co., Ltd

求人ID

1549565

業種

不動産仲介・管理

雇用形態

正社員

勤務地

ベトナム

給与

経験考慮の上、応相談

更新日

2025年07月08日 17:16

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

ビジネス会話レベル

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

Company and Job Overview

A global real estate development, investment, capital and property management company

Job Responsibilities

- Oversee the strategic planning and budgeting for operations and maintenance on an annual basis.
- Periodic monitoring and reviewing of policies and systems to ensure relevancy, and initiate changes where necessary to improve the property management processes and procedures.
- Manage cyclical repairs and improvement projects, handle term-contracts and oversee minor capital project management.
- Purview on security management and manage contractors providing various types of services at our properties.
- Act as Chief Liaison with tenants and regulatory authorities, handle and coordinate resolution of complaints, and provide guidance and expertise to the team on the ground in resolving issues.
- Provide solutions for challenges faced by the team, and ensure overall compliance with regulatory requirements such as Workplace Safety and Health Act, etc.

- Provide oversight on the plan and implement system audits, look into continuous process improvements and ensure timely management reporting.

Job Requirements

- Degree in Building, Real Estate, Facilities Management or related Engineering discipline.
- At least 7 years of relevant experiences and knowledge of all phases of property management, as well as procurement of property management services.
- Possess sound knowledge of M&E systems and building services.
- Certification as a Fire Safety Manager will be an added advantage.
- Excellent team player with excellent planning, communication and good interpersonal skills are essential.
- Equipped with strong leadership and project management skills, including budgeting and forecasting.
- Ability to be ready 24/7 and to manage operations and projects simultaneously in a fast-paced environment.

Job Benefit

- Salary: Up to 70 million VND or higher depend on experience.
- Performance-based bonus.
- Full participation in social and health insurance as per Vietnamese law.

#LI-JACVN

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会社説明