



PR/095420 | [Real Estate] Property Manager

募集職種

人材紹介会社

JAC Recruitment Vietnam Co., Ltd

求人ID

1568073

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

2026年02月17日 07:00

応募必要条件

職務経験

6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

無し

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

Location

Hanoi

Company and Job Overview

Our client is a Real estate investment and development company

Job Responsibilities

- Oversee daily operations of shared spaces and building facilities, including retail, office, and public areas.
- Direct and coordinate multiple teams such as engineering, customer service, security, cleaning, and external vendors.
- Establish and maintain operating procedures and service benchmarks to meet international standards.
- Collaborate closely with anchor tenants and senior management to ensure seamless operations.

- Manage pre-opening activities and handover processes for new areas, ensuring compliance and readiness.
- Prepare and monitor operational and capital expenditure budgets to optimize costs and maintain asset value.
- Ensure compliance with fire safety and emergency protocols, including staff training and drills.
- Provide regular performance reports and improvement plans to top management.

Job Requirements

- 5–8 years of leadership experience in managing shopping malls and office buildings.
- Proficiency in English communication skills
- Skilled in MS Office and familiar with property/facility management software.
- Highly organized, proactive, and capable of working under pressure with a focus on long-term excellence.
- Prior experience with international companies in high-standard property operations.

Due to the high volume of applicants, we regret to inform that only shortlisted candidates will be notified. Thank you for your understanding.

#LI-JACVN

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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会社説明