

GRADUATE SURVEYOR

PROFESSIONAL SERVICES / ASSET MANAGEMENT

THE COMPANY

Osborne King is one of Northern Ireland's leading Chartered Surveying and Commercial Property Advisory Practices.

The Professional Services/Asset Management Departments deliver value by actively managing clients' commercial property investments, analysing and evaluating a range of strategies and options for each asset in order to secure value for money while delivering a best in class service aimed at unlocking opportunities for rental income growth and capital appreciation.

THE ROLE

The Graduate Surveyor will support the Director and Surveyors within the Professional Services and Asset Management departments including assisting with:

Professional Services

- surveying properties including preparation of notes and measurements
- market research including comparable sales / letting information and producing required schedules and analysis
- drafting of valuation and consultancy reports

Asset Management

- property inspections and compliance auditing
- setting and managing property service charge budgets and expenditure
- sourcing services to provide best value to landlords and tenants
- pursuing and recovering outstanding balances from tenants

General

- resolving problems swiftly and effectively
- providing a high level of client service to property owners
- carry out other duties in the departments as reasonably required

THE PERSON

The successful candidate for the role of Graduate Surveyor will:

- Hold an RICS accredited degree
- Demonstrate a good understanding of the commercial property market in Northern Ireland
- Be able to meet deadlines and deliver high quality work
- Be client service focused
- Be able to monitor and plan current and anticipated work to meet objectives and to work on own initiative
- Demonstrate excellent attention to detail
- Successfully anticipate and identify problems, develop solutions and follow through implementation to successful resolutions
- Exhibit a high level of written and verbal communication and negotiation skills
- Demonstrate commitment to the role and possess a strong desire to progress
- Be conversant with all elements of the MS Office package
- Hold a current driving license and have reasonable geographical knowledge of Northern Ireland

HOW TO APPLY

To apply for this position please email a copy of your CV to Linda McGrath:

Email: linda.mcgrath@osborneking.com

Closing Date: 30 November 2021

N.B. The selection panel reserves the right to enhance selection criteria to facilitate manageable shortlists.

Osborne King is an Equal Opportunities employer.