

COMMERCIAL PROPERTY MANAGER

SUBJECT: JOB POSTING
UPDATED: APR 13, 2022

Commercial Property Manager for a newly-built office building within a diverse real estate portfolio

We are a Vancouver-based real estate development partnership with experience developing and operating commercial real estate. This is a unique opportunity to be part of our team responsible for the set-up and day-to-day operations of a newly-built 120,000 sq. ft. multi-tenant office building located at 411 Railway St. The Commercial Property Manager is responsible for implementing the maintenance and operations program of the building, tenant coordination and special projects. Major responsibilities include, but are not limited to:

- Managing the set-up and handover from construction to operation.
- Developing and implementing all maintenance programs in coordination with third-party vendors, including HVAC management, janitorial, waste management, pest management, and others.
- Assessing and addressing breakages and wear of all building components and amenities.
- Planning and executing improvements of the property as directed by landlords and tenants.
- Coordinating with tenants on building matters.
- Assisting in preparation of annual property budgets, authorizing spending for repairs and maintenance and reviewing financial performance.

Accomplished, energetic candidates who thrive in a multi-faceted role will covet this position. The right candidate possesses expertise in commercial building operations; a desire to learn and implement new technologies and tools; is highly organized, methodical and detail oriented; and a professional problem solver.

In addition to competitive wages, benefits include medical and dental program, on-site gym, cafe, bike storage and end-of-trip facilities surrounded by exemplary design and quality infrastructure.

For more information about this exciting opportunity please submit your resume in confidence to Joe Parhar at joe@bensen.com.