



REAL ESTATE PARTNERS

AZURE IS HIRING A PROPERTY/ASSET MANAGER

We are looking for a **Property/Asset Manager** to join our growing team. In this role, you will be responsible for the day-to-day management of our real estate portfolio under management, collaborating closely with both internal teams and external consultants to ensure our buildings are running efficiently and optimally.

YOUR ROLE

As a **Property/Asset Manager**, you will be responsible for coordinating the day-to-day (technical) aspects of our portfolio under management. You will ensure that daily maintenance, technical installations, and renovations run smoothly, and that all buildings comply with regulations. You will work closely with property managers, external contractors, and technical teams to ensure that things are well-coordinated and stays within budget.

KEY RESPONSIBILITIES

- **Property Management Coordination:** Oversee all the (technical) aspects the real estate portfolio under management in collaboration with property managers and external technical experts, architects, and maintenance contractors.
- **Maintenance Strategy & Cost Management:** Develop and maintain a strategy for portfolio maintenance, including negotiating maintenance contracts, establishing and updating Capex and Opex plans, and optimizing costs.
- **Project Management:** Coordinate and supervise renovation projects from the planning stages (budgeting and scheduling) through to execution, including managing tenders and overseeing technical works.
- **Compliance & Reporting:** Ensure that all buildings comply with legal and safety standards. Monitor and report on the progress of maintenance tasks and projects, identifying risks and proposing solutions.
- **Due Diligence & Strategic Projects:** Participate in technical due diligence processes during property transactions and help implement strategic ESG initiatives, sustainability efforts, and decarbonization of buildings.
- **Coordination of External Consultants:** Work with external teams and consultants to coordinate and supervise technical projects, ensuring proper execution.

YOUR PROFILE

- **Education:** A degree in engineering, architecture, or a related technical field (preferably with knowledge of technical systems such as HVAC, heating, etc.).
- **Experience:** At least **5 years of experience** in property management or project management within the real estate sector, with a strong focus on maintenance and technical coordination of buildings.
- **Technical Knowledge:** In-depth knowledge of the technical aspects of property management, including HVAC, electrical systems, and relevant building regulations.
- **Languages:** Fluent in **Dutch** and **French** and **English**
- **Tools & Software:** Familiarity with project management software such as Gantt, MS Project, and CAD.
- **Skills:** Highly organized, solution-oriented, and proactive. Strong communication skills and the ability to work independently and as part of a team.

WHAT WE OFFER

- **Challenging Projects:** Work on a diverse portfolio of properties, with involvement in both maintenance management and renovation projects.
- **Career Growth:** Opportunities to further develop your skills and grow within a dynamic, fast-growing company.
- **Team Collaboration:** Join a collaborative, results-driven team where both individual contribution and teamwork are highly valued.
- **Flexibility:** We offer flexible working hours and the possibility of hybrid working (offices based in Brussels), ensuring a healthy work-life balance.

APPLY NOW

INFO@AZUREALESTATE.COM