

## **Graduate Surveyor**

**Salary range:** Band 7 - £32,061 - £36,363 p.a.

**Hours:** 37 hours per week

**Contract:** Permanent

When fully qualified there may be an opportunity to move to a Surveyor role with a corresponding salary of £42,838 p.a. (Band 10).

### **The Department**

The Property & Investment team of Portsmouth City Council manages and maintains a multimillion pound property portfolio. We have a wide range of property assets across the UK, including the Lakeside Northharbour office campus, industrial sites such as Dunsbury Park, and Hilsea-Limberline, retail sites like the Portsmouth Retail Park, the Portsmouth International Port and the leisure facilities along Southsea seafront. The total asset value is well over £1 billion.

Our purpose is to manage these assets cost-effectively and to uphold quality relationships with our tenants. All our work is geared towards achieving this purpose.

### **What is the role?**

Working in a growing team of graduates and experienced property professionals, you will manage and assist others with the management of some of our properties. This will include:

- The valuation of all types of property
- Revenue and capital income generation
- Commercial landlord and tenant work – rent reviews, lease renewals, etc.
- Management of your own portfolio of properties, which you will report on each month

You will spend around a third of your time out of the office, dealing face-to-face with our customers, and we'll expect you to be reasonably flexible with your working hours.

In return, experienced chartered surveyors will support you working towards your APC, offering you time to work through your portfolio and assisting you as you gain in-the-role experience. The range of properties we manage is second to none so this job will give you ample opportunity to widen and deepen your surveying knowledge, and assist your decision about where you might specialise later in your career.

### **Who is the person?**

You need to:

1. Have or be nearing completion of a degree or acceptable qualification which qualifies for the RICS APC in commercial or valuation disciplines
2. Possess reasonable technical knowledge gained during study, and a practical common sense approach to property matters
3. Demonstrate a desire to learn on the job and undertake the APC qualification for full membership of the RICS
4. Hold a valid driving licence as you will frequently travel around our area (we have pool vehicles available)
5. Show enthusiasm for generating income and saving money
6. We are looking for someone who can show a good combination of theoretical knowledge and a positive attitude to problem solving

### **Additional Information**

#### **General Data Protection Regulation (GDPR)**

Portsmouth City Council is the Data Controller of any personal information you provide when applying for a job. It will only be used in connection with the recruitment process and will not be kept for longer than necessary. For more detailed information you can access the Data Protection Privacy Notice on our [careers portal](#).

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.