



Senior Commercial Property Surveyor

Salary: Band 10 £42,838 - £47,181 p.a - Band 12 £52,412 - £56,759 + MSP of £8685 (subject to review) depending on skills and experience

Hours: 37 hours per week

Contract: Fixed term for 12 months

The Department

The Property and Investment Team sits within the Council's Economy, Transport and Planning Directorate and manages and maintains the authority's multi-million-pound property portfolio. The team also provides professional general practice property expertise to the authorities' municipal port, regeneration and capital projects.

The authority has a broad and varied portfolio of property assets across the UK. This includes a large municipal port, assets in all the major property sectors, industrial (multi-let and single let), retail, offices, leisure (hotels and golf courses), agricultural and alternatives. The total asset value is in the region of £1 billion and the commercial assets generate a net income of around £25 million per annum.

What is the role?

Working in a mixed professional team you will support the estate and asset management function of the property investment team, reporting to the Head of Commercial Property. A strong general practice or landlord and tenant background is ideal and your work will also include supporting other members of the team who are working towards RICS qualification.

Duties include:

- Estate management work including undertaking lease renewals, rent reviews, new lettings, assignments, licences and other general estate management matters
- Overseeing a portfolio of council properties, including ensuring the landlord and tenant matters are prioritised well, arrears are being monitored and ensuring appropriate action being taken, preparing client reporting information the portfolio and ensuring work is being completed by the wider team in a timely way
- Supporting capital schemes, including delivery of masterplans or other development work, where applicable
- Identifying revenue and capital income generation, as well as costs savings
- Supporting graduate and trainee surveyors, assisting with mentoring them on their paths to becoming fully competent, professionally qualified surveyors

Who is the person?

You need to be a member or Fellow of the Royal Institution of Chartered Surveyors with at least 5 years PQE, and have:

1. Demonstrable knowledge and experience of Asset Management to include Landlord and Tenant work, and a pragmatic common-sense approach to property matters
2. Experience of undertaking Red Book valuations on a variety of property types
3. Knowledge and experience of property investment analysis and the acquisition and disposal process.
4. A desire to develop your skills and those under your supervision
5. A strong business approach to providing professional property services
6. I.T. competency and a willingness to embrace new systems
7. A valid driving licence as you will frequently travel around our area (we have pool vehicles available if needed)

We are looking for an individual who can show a good combination of technical knowledge and a genuine enthusiasm for the role.

Additional Information

General Data Protection Regulation (GDPR)

As part of any recruitment process, Portsmouth City Council collects and processes personal data relating to job applicants. Portsmouth City Council is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations under the General Data Protection Regulations (GDPR).

Completing and sending an application in for a vacancy is your consent for us to process your data for the purpose of recruitment. Your data is not used in any other way and you can withdraw your consent at any point in the recruitment process and we will destroy or delete your information.

For more detailed information on what we collect, how we use, store, delete data and your rights you can access a privacy statement on our Job board.

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