



Asia Pacific Properties Ltd

Asia Pacific Properties is a leading real estate and relocation company, headquartered in Hong Kong with key offices throughout China and partners across Asia. Serving almost 50 of the Fortune 500, we deliver results to corporations and investors operating in and out of Asia.

Our services encompass office and industrial leasing, acquisition and disposal of both local and global investment properties. **In response to the rapid growth of the commercial leasing market, an excellent opportunity has arisen for a qualified and motivated candidate who is looking to develop a solid real estate career and to be part of a growing business.**

Please contact us to learn more about the Company, our clients and opportunities with our team.

Assistant Manager/Consultant for commercial & investment

Key Job Duties:

- Generate business in leasing of commercial properties
- Provide advice as a Tenant Representative in identifying the appropriate premises for office requirements and advising in new lease and lease negotiation
- Maintain the property database system and keep the system current by regular calls to property owners/landlords
- Conduct site inspections with clients and to assess the potential of premises for leasing
- Conduct market research and prepare pitch proposals, particulars and presentation materials for commercial and investment projects

Benefits of working with us:

- Outstanding company client base: <https://www.asiapacificproperties.com/clients>
- Significant company resources and support
- Open, transparent and team-based working environment
- Strong reputation in the market
- Stability with over 30 years in Hong Kong

Requirements:

- At least one year working experience in real estate
- Passionate in real estate with strong work ethic and willingness to work hard
- Excellent communication skills and able to build relationships; be proactive and a team player
- Enthusiasm and commitment to provide superior levels of service to clients
- Good command of written and spoken English and Chinese
- Fluent in Cantonese is a must, Mandarin will be an advantage
- Proficient in computer skills including PowerPoint and Excel and
- Holder of EAA license

Please send your full resume in **MS WORD** format including present/expected salary and availability to hr@asiapacificproperties.com

All applications will be held in strictest confidence. Personal data collected will be used for recruitment purposes only.