

Commercial Property Officer

Person Specification

We will use these criteria to assess your suitability for the job.

Essential

1. Experience of developing and maintaining positive and collaborative working relationships with key stakeholders and customers
2. Experience of supporting small businesses in relation to their property requirements
3. Experience of monitoring and reporting on budgets.
4. Experience of supporting the management of multi-occupied commercial premises
5. Experience of using advertising and marketing media to promote a service
6. Experience of organising and managing events or promotional activities.
7. Willingness to work flexibly according to the needs of the service

Desirable

1. Experience of setting up new contracts in line with procurement policies and procedures
2. Full car driving licence

Our Values

Do you share our values of **proud**, **fair**, and **ambitious**?