

Senior Asset Manager

Toronto, Ontario, Canada

The Senior Asset Manager will report to the Head of Asset Management and will be responsible for the implementation of asset management business strategies at Pure Industrial. The selected candidate will work closely with the Head of Asset Management to design and implement these business strategies in direct collaboration with the property management and leasing teams. Responsibilities include reporting, financial analysis, identification and implementation of value-add opportunities, oversight of internal and third-party property management companies, creation of annual operational and capital budgets, preparation and implementation of leasing strategies, and ongoing communication with our investors (Blackstone & Ivanhoe Cambridge). The Senior Asset Manager will assist in acquisitions/dispositions and financing activities, creation of asset plans, and training, mentoring and managing the Analyst team.

Duties and Responsibilities:**Asset Management Execution:**

- Prepare leasing and marketing strategy to maximize revenue and value of each property, supported by market-based comparable transactions and competitive information
- Evaluate performance of the portfolio and recommend and implement revisions to asset management plans, as necessary
- Complete financial and operational review and analysis on a quarterly basis in conjunction with our property management, leasing and finance teams
- Set annual operational and capital budgets
- Review and provide approval of all capital projects
- In conjunction with Property Management and Development teams, monitor progress of capital projects to ensure timely completion and quality control
- Engage appropriate third-party providers for design-related capital projects; direct, review, and approve design projects for implementation with the Property Management and Development teams

Reporting:

- Oversee the preparation and review of the quarterly board meeting presentation in conjunction with the Analyst team
- Create asset plans that include buy/sell/hold recommendations
- Identify areas of improvements with regards to reporting processes

Value Add Opportunities:

- Identify value creation opportunities (e.g. building expansions, redevelopments, and/or building improvements)

- Recommend and implement such programs with assistance from the Development and Property Management teams, and/or third-party managers
- Provide input and recommendations on how to enhance asset management processes and procedures, taking into account technological innovation

Relationship Building:

- Assist with acquisitions, dispositions, and financing transactions
- Coordinate due diligence activities with other departments and/or third parties
- Liaise and regularly communicate with other internal departments and team members regarding value-add opportunities and special projects (i.e. energy initiatives)
- Work with the operations team to ensure compliance to conditions set in place by financial institutions/lenders, municipalities and other governing bodies (i.e. TSSA, ESA). Provide updates and direct activities to correct any deficiencies.
- Organize and lead property tours with investors, lenders and other stakeholders.
- Conduct other day-to-day relations with third parties, including property managers, suppliers, joint venture partners, lenders, brokers, consultants, advisors, accountants, lawyers, insurers, appraisers, and regulatory bodies.

Qualifications:

- The Senior Asset Manager will possess a University degree in Business, Finance, Urban Development or related field, with a **minimum three years' experience in an Asset Manager capacity (or equivalent)**; superior communication, organizational, analytical, and problem-solving skills, as well as the ability to work well with multiple stakeholders and manage numerous priorities. MBA or CFA designations are an asset.

To apply, please email your resume to talent@pureindustrial.ca