

Home Invest Belgium is a Belgian REIT (SIR/GVV) listed on Euronext Brussels since 1999 [HOMI]. The company is specialising in the acquisition, development, letting and management of residential real estate. Home Invest Belgium holds a real estate portfolio worth over € 634 million in Belgium and the Netherlands. To support the further growth of our company we are looking for a:

“PROPERTY MANAGER” WITH TECHNICAL AFFINITY

Your key responsibilities

Account manager of framework agreements:

- ✓ Listing all installations and prepare the framework agreements and SLA
- ✓ Analysis of suppliers and offers
- ✓ Signing and recurrent follow-up on the framework agreements

Conformity of technical installations and buildings:

- ✓ Make sure that all installations are compliant with minimum legal requirements
- ✓ Coordinate the recurrent inspections
- ✓ Analysis of the reports and action to correct
- ✓ Check on building and environmental permits

Technical procedures and interventions:

- ✓ First line support to other Property Managers for complex technical or building matters
- ✓ Provide technical input to Development and Acquisition department
- ✓ Check the conformity of the installations and the contracts at the intake of a new building
- ✓ Streamline technical processes for the whole portfolio & strive for standardization

Renovation and sustainability works:

- ✓ In collaboration with PM create the LCC per building
- ✓ Listing of all technics for renewal
- ✓ Prepare the ‘cahier de charges’, screen offers and implement renovation strategy
- ✓ Setup of ‘PLAGE’

Your profile

- ✓ Strong technical background: HVAC - electricity - sanitary
- ✓ Good organisation and communication skills
- ✓ Very efficient and precise in administration
- ✓ Able to set the right priorities
- ✓ Excel is no longer a challenge
- ✓ Knowledge of Autocad is an added value.
- ✓ Industrial Engineer, bachelor Electro-mechanic, Real Estate or Construction
- ✓ Min. 5 years’ experience in construction - maintenance company or real estate
- ✓ Knowledge of Dutch, French and English



Our offer

- ✓ An opportunity to play a key role in a leading and growing, listed company
- ✓ To join a young and dynamic team
- ✓ A full-time contract with attractive salary
- ✓ A complete package with company car, pension, insurance and bonus plans

Interested to join us?

Please send your motivated application by e-mail to our HR department JOBS@HOMEINVEST.BE.