



Position	Director, Asset Management
Reports To:	Executive Vice President, Asset Management
Location:	Head Office (Toronto, ON)

About the Company:

Strathallen is a fully integrated Canadian real estate management company, with over \$1.4 billion and 9 million square feet in assets under management. Founded in 2003 by seasoned real estate executives, Strathallen provides asset management, property management and strategic advisory services to institutional and high net worth investors. The Company currently manages and operates four private closed-end funds, with the mandate to strategically acquire and dispose of quality retail investments and deliver industry leading risk- adjusted returns. Strathallen provides investors with confidence through co-investing and incentive fee arrangements. The Company is supported by; in-house asset management, property management, financial, leasing and development teams. Strathallen specializes in creating value in opportunistic property investments on behalf of institutional clients.

About the Position:

Strathallen is looking for an energetic individual to join our team in the capacity of **Director, Asset Management**. The individual will work with the other team members in the Asset Management Group providing hands on support to develop and implement the strategic plans for value-add retail and industrial assets. The role involves providing support for preparation of annual property budgets, coordination materials for annual asset appraisals, development overview, and client reporting working closely with the property managers, consultants, brokers, contractors and in-house leasing and lease administration team members.

Key Responsibilities:

- Play a key role in the development and execution of the value-add business plans primarily for retail, but may include some industrial assets
- Provide direction for and oversight of business plans, budgets, forecasts, leases, renewals, analysis and approvals
- Preparation of proforma financial models for small development or leasing transaction returns leading to the oversight of feasible projects which may include working with architects, local authorities, overseeing zoning and permit applications and management of contractors and consultants
- Coordinate and implement approved leasing transactions in keeping with the asset leasing strategies, determining market rents, negotiation with tenants and review of documentation
- Reporting to investors on a quarterly and annual basis and as further required which includes report writing and editing
- Day to day interaction and management of property managers for related assets under management
- Manage annual budgeting and appraisal process
- Travel to assets
- Other relevant projects, tasks and duties as assigned by management



Job Requirements:

- Undergraduate degree in business, accounting, urban planning or engineering. An MBA would be an advantage but is not required
- Minimum of 5 - 8 years of experience with a real estate asset management organization, demonstrating increasing responsibility
- Demonstrated ability to organize/manage multiple tasks and meet deadlines in a demanding work environment
- Experience in some combination of managing, leasing and developing retail assets
- Must have an understanding of the retail industry, including tenant mix and retailer site requirements
- Polished interpersonal and communication skills (verbal and written)
- Leadership qualities and the ability to work with others in a team-oriented environment
- Strong relationships in the retail leasing and development areas would be an advantage
- Strong computer skills including Excel and Word. Argus or equivalent would be a benefit

Please email resumes with cover letter to careers@strathallen.com referring Job: Director, Asset Management in the subject line.

We encourage all qualified candidates to apply. We thank all applicants for their interest in this position and our organization; however, only applicants selected for an interview will be contacted. Please note that, where needed, accommodations for disabilities will be provided, on request, during the recruitment process.