



## Strata Property Manager Victoria, British Columbia

### Description

Gateway Property Management Corporation offers a solid 55 year history of real estate management with a diversified portfolio of residential rental, condominium and commercial clients. From corporate offices all over Canada we direct day-to-day property operations and oversee some 400+ dedicated on-site employees in dozens of communities across Canada. Over 45,000 people choose to live in Gateway managed properties. Join the Gateway family and be a part of a dynamic and growing team!

We are currently seeking an experienced, strata-licensed **Property Manager** for our Victoria office. The primary responsibilities of this role are:

- Provide property management services to company clients in compliance with the management agreements in place and within the guidelines of the Gateway Mission Statement.
- Ensure that all activity is conducted within the appropriate provincial legislation pertaining to the business of third party property management.
- Support and maintain all company policies and procedures regarding property operations.
- Maintain a current, in depth knowledge of each property within the assigned portfolio.
- Demonstrate strong, fiscally responsible financial management skills in order to meet client expectations.
- Create site staff teams with a view to maximum property performance.

### Qualifications

The ideal candidate will bring a track record of excellence and leadership; have the desire to advance and grow their career in a new industry through a disciplined progression of responsibilities, and have 2+ years of experience in strata management. Working towards an REIC property management designation and experience with Yardi Voyager is considered an asset.

### Benefits

We offer a competitive compensation package and stellar administrative support to the right candidate.

If you are currently exploring a new property management career challenge in a growing company, apply online now at <https://www.gatewaypm.com/about/careers/>.

Please state salary expectations and quote reference PM0619CORP.

Due to anticipated response, only those candidates who will be interviewed will be contacted.