

## Job Description

### COMPANY PROFILE

Bellharbour is a newly founded managing agent dealing with prime London property and is part of the Fexco Property Services group founded in 2015 by the Irish multi-national Fexco to provide a nationally focused set of management and professional services to the built environment. The group currently includes [Crabtree PM Limited](#), [Ellis, Sloane & Co. Limited](#) and [Remus Management Limited](#), which collectively manage the homes of c. 60,000 customers across the South of England and Wales. The division services 8 out of 10 of the top UK home builders with a strong pipeline for future growth as well as ambitions to acquire further brands to achieve its goals.

Fexco have been involved in block management since 1999, successfully growing the largest residential management group in Australia with more than 220,000 homes under management. They are now bringing this experience to bear in the UK market.

Already one of the largest providers in the UK through our combined scale, the Fexco Property Services group's backing, support structure and combined shared practices in each channel and region across the UK gives us a leading edge as a service provider to the industry.

### DETAILS OF THE ROLE

Job Title	Business Development Manager
Reporting to	Managing Director
Contract:	Permanent
Location:	Canary Wharf

### JOB PURPOSE

To promote the business proposition to potential clients and win Property Management mandates. (Note that some flexibility for home-working or flexible hours will be considered).

### MAIN RESPONSIBILITIES

- Develop new client leads
- Progress leads generated by the business
- Maintain existing relationships with developers
- Work closely with the property management team in the office to deal with client queries pre handover
- Work closely with the Marketing Manager for the group to assist with digital campaigns for the brand
- Develop relationships across the group

### QUALIFICATIONS / EXPERIENCE REQUIRED

- Proven business development record in the residential property management sector highly desirable
- B2B or B2C business development record in other related sectors may be considered
- Strong understanding of block management desirable
- Experience of high-end London property an advantage
- Experience in writing and producing tender proposals

### COMPETENCIES REQUIRED

- Positive, enthusiastic, can do attitude essential
- Must be self-motivated
- Excellent networking skills
- Strong interpersonal skills
- Excellent written and verbal communication skills