

JOB DESCRIPTION

JOB INFORMATION	
Job Title:	Acquisitions Manager – Midlands
Department:	Capital Growth
Site:	Colmore Building, Birmingham
Working Hours:	8:30am – 5:00pm

POSITION IN THE ORGANISATION	
Reports to:	David Cockroft
Responsible for:	Leading land and property acquisitions in the Midlands Region.

OVERALL PURPOSE OF JOB
<p>The Acquisitions Manager will report directly to the Midlands Regional Director and will take the lead identifying and acquiring development opportunities across the Midlands region. The role requires an experienced and qualified land and property professional, educated to degree level and ideally a member of RPTI or RICS. Working independently, the ideal candidate will need to demonstrate commercial flair and the tenacity to identify and secure opportunities from the negotiations through to legal completion.</p>

GENERAL DESCRIPTION – TASK RELATED

- Source on and off market development and investment opportunities, including the assembly of strategic land;
- Establish a strong network of private and public relationships, including Local Authorities, Local Enterprise Partnerships and land and commercial agents;
- Contract negotiations, including a variety of different contract structures, such as options, land promotional agreements, joint ventures and conditional purchase agreements;
- Monitor emerging Local Plans to identify strategic land opportunities and establish future Local Plan key growth areas;
- Commercial management of third party consultants and contractors, including legal representatives;
- Undertake detailed development appraisals using Argus Developer or Excel, demonstrating a strong understanding of how to value both commercial and residential land;
- Production of detailed pre-acquisition briefing reports and presentations;
- Liaise with agents on a regular basis, ensuring opportunities are identified early in the tender process;
- Tracking of planning applications and planning appeals;
- Obtaining and interpreting Land Registry & Companies House data.
- Identifying new opportunities by conducting research and networking
- Undertaking site due diligence
- Considering the physical, environmental and social impact of proposed developments
- Drawing up and presenting competitive acquisitions proposals
- Negotiating purchase prices and agreeing Heads of Terms, applying market knowledge and our financial, legal and development specification criteria to the negotiations
- Liaising with Development Managers on matters affecting design and specification
- Responding quickly to changes in market conditions, client requirements and government policies

QUALIFICATIONS:

- Full or working towards membership of the Royal Institute of Chartered Surveyors or Royal Town Planning Institute.

SKILLS & EXPERIENCE:

Harworth

- Highly motivated and self-disciplined, with a passion for land regeneration and property development
- Ability to work autonomously but as part of the Midlands regional team, supporting Development, Planning and Technical managers. Field work essential with base in Birmingham city centre.
- 3 - 5 years' experience negotiating and acquiring land for a Property Developer, Propco, House Builder or consultancy
- Competent user of Microsoft Office software and experience in the use of Argus Developer and excel.
- Inter – personal skills vital.

REVIEWED BY:

APPROVED BY:

DATE: