

# Harworth

## JOB DESCRIPTION

JOB INFORMATION	
Job Title:	<b>Asset Manager – Natural Resources</b>
Department:	<b>Investment Team</b>
Site:	<b>Advantage House</b>
Working Hours:	<b>37.5</b>

POSITION IN THE ORGANISATION	
Reports to:	<b>Andrea Morley</b>

OVERALL PURPOSE OF JOB
<p>Working with other members of the Investment Team, to manage the Natural Resources elements of the portfolio to achieve delivery of the overall Team strategy and targets. The Natural Resources element of the portfolio includes minerals and waste assets, renewable and non-renewable energy generating assets and the remaining agricultural portfolio. The day-to-day management of these assets, including rent collection, is outsourced to external agents. However, all strategic decision making will be made by the Estates Manager with input and guidance from the Director of the Investment Team. This will include lease management decisions, identification of new income opportunities, and future sales and acquisitions.</p>

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## GENERAL DESCRIPTION – TASK RELATED

1. Oversee the lease management, rent roll collection and H&S off the Natural Resources assets
2. Undertake site inspections
3. Overview all elements of the Investment Team - Natural Resources business plan and how these will be progressed to the commercial delivery stage.
4. Establish and maintain relationships with all stakeholders and influencers to promote agreements.
5. Manage a team of professionals appropriate to the stage of the development programme - these are likely to be external professionals, advisors and consultants, rather than full time employees.
6. Identification of new income generation opportunities on existing or potential sites for acquisition.
7. Follow up on enquiries received directly.
8. Identify risks, evaluate problem areas and recommend corrective action
9. Where required, work alongside other divisions to provide input into delivery of sites within the wider Harworth portfolio

## QUALIFICATIONS:

Ideally: MRICS or +5yrs practical experience as appropriate within the Minerals and Waste Sector, Agricultural, and/or Energy/Infrastructure Sectors.

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## SKILLS & EXPERIENCE:

- Prior experience within a commercial real estate organisation.
- Good communication and interpersonal skills and ability to create effective working relationships with both internal and external stakeholders.
- Ability to manage a diverse workload with minimal supervision.
- Ability to work independently and be decisive when required.
- Able to work to budget and timescales.
- Experience of or interest in minerals, waste, energy and agricultural sectors
- Thorough understanding and practical experience of:
  - Property leases and options
  - Management of leases and rent roll
  - JV agreements
- The ability to successfully balance the competing demands of several diverse projects at once.
- Full UK Driving Licence.