

## Property Acquisition

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Company: VA Meetly

Location: Colombia

Category: business-and-financial-operations

VA Meetly is in the business of providing virtual administrative services to various industries.

### The Role

#### You will be responsible for :

Marketing of properties available for sale or lease.

Organising viewings and responding to queries.

All aspects of tenancy and lease management including identifying and negotiating new leases, renewals as well as terminations.

Managing and administering lease compliance, documentation etc.

### Ideal Profile

You have at least 1 year of experience including solid experience in a similar role within Real Estate and Professional Services.

You possess excellent communication and influencing skills, are organized, and able to multi-task effectively.

You are adaptable and thrive in changing environments

You are a strong networker & relationship builder

You pay strong attention to detail and deliver work that is of a high standard

## What's on Offer?

Work alongside & learn from best in class talent

A role that offers a breadth of learning opportunities

Flexible working options

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1. [Property Acquisition Researchjobs Jobs ColombiaResearchjobs ↗](#)
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