

**Posting For:** City of London, Finance & Corporate Services/Realty Services  
**Position:** Manager II, Realty Services  
**Position Type:** Permanent, Full-time  
**File #:** M-51-19E

*The Corporation of the City of London strives to foster a workplace in which all individuals maximize their potential, regardless of their differences. We are committed to attracting, engaging, developing and celebrating exceptional people in public service who are representative of our community.*

**Summary:**

Reporting to the Manager IV Realty Services, the Manager II, Realty Services supports the work of the Division by coordinating and managing a broad range of realty service-related activities and strategies, conducting financial reviews, transaction management, and leading negotiations and policy development.

**Qualifications/Experience:**

- University degree in Business Administration, Real Estate, Property Management or equivalent in a specialized related discipline.
- Five to seven years of management experience in property management, negotiations and appraisals. Experience in the supervision of staff.
- Member in good standing in the Appraisal Institute of Canada and either membership in the Institute of Municipal Assessors of Ontario or the International Right-of-Way Association or equivalent.

**Skills and abilities in the following areas are necessary:**

- Demonstrated leadership, organizational and interpersonal skills.
- Excellent verbal and written communication skills with experience in report writing, and preparing correspondence.
- Ability to coach, mentor, motivate and develop staff and project teams, and provide leadership as a team player.
- Superior negotiation skills. Ability to motivate and influence others in situations requiring cooperation and consensus.
- Proven ability to lead projects to successful conclusion while following best practices.
- Demonstrated customer service skills to promote cooperation and collaboration both within and external to the organization.
- Strong presentation and facilitation skills, consulting and strategic planning skills.
- Advanced analytical skills to analyse complex situations and resolve complex problems.
- Excellent ability to utilize relevant computer software applications.
- Valid Class G drivers licence required.

**Compensation:** \$83,187 to \$113,114

**How to Apply:**

For a complete job description and to apply on-line, please visit the City of London website at <http://bit.ly/2kShnHz>

Please note following the interview stage, a criminal record check will be required prior to moving to the next stage in the selection process.

**Closing Date for Applications: Thursday, October 3, 2019.**

*We appreciate all applications, however, only those selected for an interview will be contacted.*

*The City of London is committed to providing accommodations for people with disabilities. If you require an accommodation, we will work with you to meet your needs. Accommodation may be provided in all parts of the hiring process.*