

Job title: Senior Project Manager – Asset Optimisation

Line manager: Head of Asset Optimisation

Grade (if applicable): 1

Direct reports: 3 x Project Manager, 2 x Sales Officer

Role purpose:

Provide operational leadership for the delivery of the asset optimisation programme across Peabody's existing asset portfolio. This role involves leading a team of project managers and sales officers in the disposal of underperforming assets.

Manage disposal activity by conducting analysis of various routes to market, including direct sales, auctions, and partnerships with real estate agents, ensuring property sales yield the most financially advantageous results in line with the disposal targets.

Reporting to the Head of Asset Optimisation, the Senior Project Manager has a key role within the Asset Optimisation team in helping Peabody reach its disposal target whilst maintaining high quality, efficient, customer focussed and professional asset management service.

Key results/Success Metrics:

You will play a pivotal role within Asset Investment ensuring that Peabody optimises their assets by:

Leadership: Lead a team of project managers and sales officers in executing the asset optimisation programme, with a specific focus on voids disposals.

Oversee Disposal Activities: Oversee the disposal activities of property assets, including (but not limited to) the facilitation of legal documentation, contracts of sale, sales negotiation, and sales completions, ensuring the Asset Optimisation team meets its annual disposal targets and budgets.

Monitor and Assess Disposal Themes: Monitor and assess disposal themes including market analysis to ensure a smooth sales and conveyancing process for properties approved for disposal.

Manage Professional Relationships: Manage and maintain professional relationships with external consultants and contractors where necessary to support project activity, reviewing terms of reference and service level agreements in line with contractual performances.

Ensure Compliance with Disposals Policy: Ensure the Disposals Policy is applied when deciding to dispose of housing stock.

Coordinate with Stakeholders: Coordinate, as needed, with current residents, local authority partners, and registered providers, maintaining the highest level of professionalism and exemplifying Peabody's culture in all interactions.

Promote Internal Communication: Communicate effectively with colleagues to promote and maintain relationships with the Empty Homes team, Housing Management, Maintenance, and other key stakeholders from across Peabody.

Provide Strategic Market Intelligence: Provide strategic market intelligence on matters relating to the residential markets, competitor activity, and stock disposal activities.

Support Senior Leadership: Support the Head of Asset Optimisation and Director of Asset Investment on asset rationalisation projects.

Manage Voids Data: Proactively manage voids data to review and identify prospective disposals each week.

Version Date: MAR23

Signed off by:

Manage Disposal and Sales Tracker: Lead on the management of the disposal and sales tracker, ensuring updates reflect project progress and reporting can be completed efficiently.

Requirements for role:

- Experience in leading and managing complex disposal projects, preferably within a real estate, sales or asset management environment.
- Proven track-record of effectively managing and leading teams.
- In-depth understanding of sales processes, including the facilitation of legal documentation, contracts of sale, sales negotiation, and sales completions.
- Demonstratable success in achieving financial targets by strategically disposing of underperforming assets.
- Experience of working with Estate Agents, Auctioneers, Solicitors and Consultants is essential.
- Broad understanding of asset management and housing management systems.
- Competent and confident in reviewing and understanding sales and conveyancing documentation including, transfers, leases, and official copies.
- Demonstrable understanding of relevant sector legislation including (not limited to) the anti-money laundering regulations, building safety policy and housing act.
- Ability to communicate recommendations with members of the senior leadership team.
- Proven time management and prioritisation skills, with the ability to work under pressure to meet deadlines and targets.
- Strong people management skills and ability to build strong relationships with internal and external stakeholders.
- Ability to inspire team members to meet challenging targets.