

Job Description

Leasing Professional

Profile

Company Introduction: -

Spaze Group was conceived when a group of visionary pioneers from three highly respected families involved in the business of manufacturing, finance and trading found common ground in their interest towards developing high quality real estate. Spaze Group has established itself as one of the key players in retail & **residential real estate** development in Northern India; having delivered more than 5 million sq ft area of ready-to-occupy space in both residential & retail spaces.

Spaze was founded in 2006 and since then we have built an unshakable reputation for quality, efficiency, trust, meticulous planning and superlative designs, completed and handed over on time for possession.

Presence and Milestones

We currently have 16 projects spread across the city of Gurgaon. **11 of which are commercial, 4 residential and 1 IT Park, 1 SCO.**

We have delivered 4 commercial, one premium group **housing project** and IT Park as per the scheduled delivery time. The rest of the projects are being developed as per schedule and will be delivered to the customers in time.

Job Description: -

- Formulate, develop and implement leasing strategies of assigned commercial/retail properties at Gurgaon.
- Renewal of agreements of existing clients and managing Master Data.
- Completing information of RFP with help of various departments in order to respond to client query.
- Identifying and maintaining good base of channel partners for getting the Leasing done.
- Increased focus on existing clients to get repeat business.
- Helping and guiding fellow team members in getting the transaction done.
- Helping team in conducting site inspections.
- Keeping track of Market movement and competitors leasing business
- Negotiate leases, other commercials and attend to tenancy related matters with the team of core decision makers of the concerned brand.
- Plan and implement the tenancy mix in the assigned retail malls after analyzing brand profile and market value, operational standards and ability to produce desired footfalls
- Co-ordination with projects team, services team and vendor during the fit outs for timely delivery of the demised premises.
- Ensuring the timely collection of all payment like security deposits and first month rent.

Interested candidate can call on +91 - 7042394433 or E-Mail CV @ narender.rawat@spaze.in