



PR/094532 | [Real Estate] Business Development and Asset Management

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1521700

Industry

Real Estate Brokerage, Management

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

March 25th, 2025 01:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

COMPANY OVERVIEW

Japanese Real Estate development committed to fostering co-existence and co-prosperity in Vietnam.

We are seeking a highly motivated and experienced staff to join our **Business Development & Asset Management** team in achieving exceptional results.

Location: Ho Chi Minh City

JOB RESPONSIBILITIES
1. Business Development:

- Identify and evaluate new business opportunities, including market trends, potential partnerships, and investment prospects.

- Conduct feasibility studies, due diligence, market research, competitor analysis, develop new business concept, build financial models, etc. to support decision-making.
- Participate in negotiation progress for new projects. Support necessary requests until deal closing.
- Build and maintain relationships with key stakeholders, including partners, clients, and government authorities.
- Collaborate with internal teams (Design and Constructions, Leasing, Marketing, Finance, Operation, etc) to develop strategies for managing the project.

2. Asset Management:

- Monitor and evaluate the performance of the company's real estate assets.
- Develop and implement strategies to optimize asset utilization, revenue, and operational efficiency.
- Coordinate leasing, marketing, and tenant management activities to maximize occupancy rates and value-up the properties.
- Conduct regular inspections and assessments to ensure compliance with legal, safety, and operational standards.
- Prepare asset performance reports, including financial analysis, forecasts, and recommendations for improvement.
- Building and managing annual budget and actual PL

3. Collaboration and Reporting:

- Work closely with cross-functional teams, including Finance, Legal, Design, and Construction, to align on project goals.
- Provide regular updates to management on business development activities and asset performance.

Other assignments: As instructed by the Head of Department.

JOB REQUIREMENTS

- Bachelor's degree.
- At least 5 years of experience working in similar positions in Business Development, Asset Management or related roles in real estate or property management.
- Good verbal and communication in both Vietnamese and English. Smooth communication in Business English. Japanese is a plus.
- Have basic knowledge in accounting and finance.
- Strong skill in Excel and Data analysis, market analysis, budget planning and cost control. Work well with numbers especially numbers related to revenue, expenses, profit, dividend.
- Able to work independently, with enthusiasm and long-term commitment to the Company.
- Willing to work under high pressure.
- Personal qualities: careful, honest, integrity, hardworking, responsible, well-organized, problem-solving mindset, quickly adaptable to new working environments.

BENEFITS

- Training and promotion opportunities.
- Compulsory Social insurance, health insurance, unemployment insurance according to laws.
- Other private Health insurance and Accident insurance.
- 13th month salary and bonus following company policy.

- Annual health checks, company trips, and other team-building activities.
- Other benefits. (Tet gift, Mid-autumn gift, Seniority bonus, etc.)
- Work in a friendly working environment.
- Working time: From Monday to Friday.

OTHERS

- Selection process: Test (Finance, Logic and English) and 1 interview/presentation
- Probation period: 60 days
- Report line: HOD

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Apply online or feel free to contact me directly for more information about this opportunity. Due to the high volume of applicants, we regret to inform that only shortlisted candidates will be notified. Thank you for your understanding.

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Company Description