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land & new homes



BJB, Land & Development Team, Stoke-on-Trent, ST1 5RQ

Prices From £30,000

We currently have the following vacancies:

Assistant Land Manager: Package Circa £40,000 inc. BMW, Laptop & Phone

Land Admin & Business Support: £30,000

E-mail for the Job Description residential-land@bjbmail.com

or call either Alex or Paul for an informal chat



10.00 acre(s)



The Team

The roles are within the BJB Land & Development Team which is based in Stoke-on-Trent and covers the West Midlands, Staffordshire, Derbyshire, Cheshire & the North West.

The department deals with all aspects of Residential Development, but focuses mainly on the sale of residential development land, either by Auction, Informal Tender or Private Treaty. In addition, there are elements of valuation, development appraisal, new homes pricing and all other matters related to residential development.

Both positions are permanent and full time.

- The office is in Stoke-on-Trent, where free parking is available.
- Office Hours are: 8.00 pm - 5.00 pm, Monday - Friday, with an hour for lunch.

Assistant Land Manager / Graduate Surveyor
The opportunity would suit:

- A graduate with a property related degree where RICS APC support can be given.
- An estate agent who is looking to further their career.
- An individual with no previous property experience but with a “can do” approach.
- An individual with land experience who is disillusioned with their current role.
- MRICS qualified surveyor looking for a new challenge.

The following skills and attributes are an essential requirement:

- The ability to work under pressure with minimum supervision.
- Self-motivation and a willingness to succeed in a property related environment.
- Tenacity to win new business
- Excellent communication skills at all levels and not afraid to pick up the phone.
- Excellent IT skills
- Willingness to find solutions when problems arise - which they will.
- Full driving licence
- A thick skin - the development world is not for the faint hearted.

No previous experience in land is required as on-going training will be giving.

A remuneration package of circa £40,000 is available to the right person with potential to increase to £50,000 within 3 years.

This is made up of a basic salary commission, BMW car, Laptop & Phone.

Mileage and business expenses will also be paid.

Land Administrator & Business Support Assistant

The role is a blend of administrator, office manager, marketing executive, receptionist and PA and will join an existing team of two surveyors and one Graduate Surveyor to provide office-based support and be the focal point of enquiries when the team are out of the office on appointments.

The successful candidate will:

- Enjoy being part of a small team and have a good sense of humour.
- Be highly organised and computer literate in excel & outlook.
- Have excellent communication skills with a good telephone manner.
- Be confident and have a thick skin, as the land market is not for the faint hearted.
- Be able to work with the minimum of supervision and prioritise effectively.
- Have excellent attention to detail.
- Have a strong work ethic and a flexible approach to getting the job done
- Have excellent references.

The salary is £30,000 per annum.

How to apply

E-mail us to receive the full Job Description and then e-mail your CV for consideration.

Alternatively call Paul or Alex for an informal chat.

There is no closing date and the process will run for as long as it takes to find suitable candidates.

These particulars, whilst believed to be accurate are set out as a general outline only for guidance and do not constitute any part of an offer or contract. Intending purchasers should not rely on them as statements of representation of fact, but must satisfy themselves by inspection or otherwise as to their accuracy. No person in this firms employment has the authority to make or give any representation or warranty in respect of the property.

