

NEW STAFF RECRUITMENT

Position: Head of Business Development and Investor Relations

Department: Business Development & Investor Relations

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Qualification:

1. Bachelor or Master's Degree in Finance, Business Administration, Economics, Accounting, or related fields
2. Male or Female, aged above 30 years old.
3. Knowledgeable on REIT management or Property Fund with at least 3 years in last 5 years of experience in a real estate sector.
4. 3-5 years experience in investor relations or corporate finance will be an advantage.
5. Must have a very good command of English.
6. Excellent communication, presentation and negotiation skills.
7. Strong financial & numerous skills, good strategic thinking and analytical skills.

Job description:

1. Being responsible for overall aspects of REIT business development.
2. Dealing with property manager to finalize commercial terms in rental and service agreement.
3. Conducting market & portfolio analysis including model forecasting of the business.
4. Conducting valuations for new acquisitions, carrying out feasibility study, reporting, etc.
5. Liaising with 3rd parties advisor; FA, IFA, Appraisal, lawyer to complete transactions for new acquisitions.
6. Provide accurate and proper disclosure of information in compliance with SEC and SET regulations.
7. Prepare annual report, press release and other financial and non-financial information for investor relations programs.
8. Dealing with the investors and response properly to their questions
9. Organize AGM, EGM and other relevant IR activities.
10. Work with PR consultant for PR's activities.
11. Prepare presentation to update quarterly performance to Board of Directors.