

- **Job title** – Junior Strata Manager
- **Job location** – Burnaby
- **Status** – Full-time, Permanent

**Company description** - This locally owned, mid-size company has been in the industry for nearly 50 years. Built upon its family feel, this firm is renowned for its tenured employees and supportive culture. The team prides themselves on being different from the competition. They place a large focus on being proactive with their portfolios. The office is far from your usual stuffy corporate office, this workspace has a casual feel. You won't see anyone walking around the office wearing a suit!

**Job duties** - While reporting to the Senior Property Manager, your responsibilities will be to enhance the owner experience. In this position, you will be looking after roughly 8-10 buildings totalling 500 units. Your portfolio will consist of residential Strata, with great opportunities for growth alongside the firm!

Some of your responsibilities will include:

- Creating a positive, professional, and lasting relationship with owners.
- Being a resource to owners in aspects of project management, budgeting, and general inquiries.
- Attending AGM meetings to address owner concerns.

## Qualifications and experience required

- Holds a Strata License or completed the coursework and have the exam booked
- Valid license and vehicle
- **Closing date** – December 15<sup>th</sup>

**How to apply** - Please reply with a Microsoft Word version of your resume to [ccookson@impactrecruitment.ca](mailto:ccookson@impactrecruitment.ca), or visit [www.impactrecruitment.ca](http://www.impactrecruitment.ca) to apply online. If you would like to speak with us directly regarding this role, please contact **604-689-8687 ext. 277** for more information.

### Callum Cookson

Recruitment Specialist

604-689-8687 ext 277

[ccookson@impactrecruitment.ca](mailto:ccookson@impactrecruitment.ca)

[Connect with me on LinkedIn](#)

**IMPACT**  
RECRUITMENT



### IMPACT RECRUITMENT

8th Floor, 688 West Hastings Street | Vancouver, BC | V6B 1P1

[impactrecruitment.ca](http://impactrecruitment.ca)



This email message and any attachments are intended solely for the addressee(s) and may contain confidential information. If you are not the intended recipient you may not disclose, copy, or distribute this message or its attachments. If you have received this communication in error, please notify us immediately and permanently delete the original email message from your system. Thank you.