

For a distinguish Real Estate Company in Aruba, we are currently looking for a potential candidate to fulfill the position of

Director of Operations

Position Summary:

The Director of Operations serves as the leader responsible for managing all of the real estate locations, developing and executing a comprehensive strategy real estate portfolio and facilities service. The Director of Operations will be motivated with a transformative approach, leading highly successful development team; Establish practices and proper training to staff, prepares reports, audits, meeting new people, real estate transactions with a broad set of responsibilities and tasks.

Responsibilities:

- Manage metrics for the operations team and report on metrics daily/ weekly/ monthly through dashboards
- Develop and manage operational process documentation
- Negotiate letters of intent, terms and conditions of leases, term sheets, and lease agreements on a regular basis
- Develop complete knowledge and understanding of market dynamics, demographics, competition etc, along with strong working relationships with brokers, landowners, retail clients, government officials etc
- Passion for results
- Demonstrate keen understanding of business operations

Core Qualifications

- Strong project management and business development skills
- Strong understanding of financial reports, business fundamentals, including P&L management
- Proven situational leadership and the ability to motivate and generate enthusiasm
- Ability to handle multiple priorities with a high degree of flexibility and accountability
- Team Player
- Strong Organizational, communicative interpersonal skills
- Experience with mapping and analytical platforms
- Able to implement positively
- Excellent verbal and written communication abilities
- Knowledgeable in business writing
- Deadline driven professional with a strong work ethic
- Flexible, dependable & reliable
- Proficient
- Pleasant personality
- People Person
- Able to work under pressure
- Proficient with computer programs
- Strong sense of discretion and professionalism
- Good with languages Spanish, Dutch, English and Papiamentu

Level of Education:

- A Bachelor Degree or comparable Senior Management Level of experience in Business Management, Public Administration, Business Administration, and Real Estate
- Advanced degree is a plus

If you feel that this position is in balance with your credentials, please feel free to submit your Curriculum and motivational letter to email address kcroes@pedelinternational.com. For questions you can dial number **5880081**, and with pleasure we will assist your call.

