

## Associate Director Investment & Letting Germany, Berlin or Frankfurt (IN0020)

### ***Purpose of the Role***

Building relationships with key players in the market such as hotel owners and investors, hotel groups, operators, developers and banks. Identify and acquire opportunities to help clients sell their businesses, identify asset opportunities and sites. Secure mandates in all such areas with national and international clients. Support Christie & Co's Transaction Team in Germany as a senior point of contact.

### ***Duties and Responsibilities***

- Providing expertise and direction to the German transaction team. Driving performance and building engagement;
- Developing and liaising with key clients both local and international across all parts of the group to secure mandates and fee income in Germany;
- Elevating and enhancing the existing transactional services;
- Consulting clients and advising on their requirements;
- Generating business through the use of email, telephone prospecting, individual initiatives and being aware of market activity;
- Responding efficiently and effectively to enquiries from clients and applicants;
- Working to and achieving targets;
- Understanding Accounts and Leases;
- Dealing with all clients in a timely and appropriate fashion;
- Building internal and external relationships;
- Travel throughout Germany as required to conduct viewings and client meetings;
- Attend trade shows, conduct road shows and give presentations where appropriate.

### ***General Responsibilities***

- To present and promote Christie & Co as a professional organisation with the highest standards of excellence and care;
- To contribute to the development of Christie & Co's corporate image and perception as a whole by demonstrating quality, consistency and reliability;
- To comply with company policies regarding Equal Opportunities, Health & Safety, Data Protection and Environmental Impact.

### ***Skills & Experience***

- Degree in Hospitality, Tourism or Real Estate;
- A minimum of 5 years post-qualification experience;
- Experience in Hospitality or Commercial Real Estate;
- Fluent in both German and English
- Excellent German and English writing and presentation skills;
- Proficient in Microsoft Outlook, Word, Power Point and Excel;
- Knowledge of trade sector and current market trends.

### ***Personal Characteristics***

- Strong commercial approach;
- Proven ability to develop clientele;
- Professional with high standards;
- Able to develop strong working relationships;
- Sales and service-oriented;
- Interpersonal skills;
- Communication skills, including listening carefully and giving feedback;
- Meticulous and methodical in approach;
- Self-motivated and able to use initiative;
- Driven and energetic;
- Honest and trustworthy;
- Team player;
- Critical thinking and problem-solving skills;
- Strong organisational skills;
- Calm, considered approach when handling diverse demands;
- Able to work under pressure and to deadlines;
- Able to work independently and as part of a team.

If you are interested in applying for this role, please contact our People & Development team at: [jobs@christie.com](mailto:jobs@christie.com).