



Property Manager

Full Time 35 Hours, Permanent

Edinburgh based with at least one day per week in the office.

£44,701 - £48,325

We're looking for an experienced and proactive **Property Manager** to help lead the delivery of high-quality homes and services across our housing portfolio. Working closely with the **Head of Property**, you'll oversee the effective management of repairs and maintenance, contractor relationships, and property compliance, ensuring the safety, comfort, and satisfaction of our tenants.

This is a key leadership role, supporting the organisation's wider strategic objectives. You'll manage planned and cyclical works, lead the response to repairs, support void and adaptation processes, and ensure compliance across a range of critical areas, including gas safety, electrical testing, legionella, and building standards.

A strong understanding of property and asset management in a housing context is essential, along with the ability to lead teams, manage budgets, and communicate effectively with contractors, colleagues, and tenants. Your work will help us deliver safe, sustainable, and energy-efficient homes, while also driving continuous improvement in service delivery and customer care. We're a values-driven organisation offering flexible hybrid working, with a mix of office-based, remote, and site work. This role requires regular travel across our portfolio, and occasional overnight stays.

What you'll do:

- Lead planned, reactive & cyclical maintenance
- Manage H&S compliance (e.g., gas, electrical, damp & mould)
- Oversee contractors, budgets & performance targets
- Support Net Zero & sustainability goals
- Ensure excellent customer service

What you'll need:

- HNC (or higher) in a relevant technical field
- Experience in housing or property management
- Knowledge of compliance & building regulations
- Strong leadership, planning & communication skills
- Full UK driving licence

Join us and help make a lasting difference in our communities by delivering safe, sustainable homes and excellent property services.

Our employee benefits

- Company sick pay scheme on completion of probationary period
- 34 days' holiday per annum, pro rata for part-time hours
- Access to Health and Wellbeing resources such as, 24 hour GP service, physiotherapy, 24/7 Employee Assistance Program and in-house Mental Health First Aiders
- Opportunity to participate in internal support networks such as employee engagement, wellbeing and digital forums
- Company pension scheme and other benefits such as Death in Service

We ask that all applicants read the Job Pack for further details of the available opportunity. Blackwood are committed to diversity and inclusion and as a Disability Confident Employer, we will interview all disabled candidates who meet the minimum requirements for the post.