

## **Assistant Commercial Property Valuer**

An opportunity exists in our Adelaide Office for an assistant Commercial Valuer Reporting to one of the Director's, you will be responsible for providing data and reports that support valuer outcomes as you progress to become qualified yourself. This position is ideal for a final year student or graduate who wishes to become a Registered Valuer, and who has the ability to work full time, from *February 2019*.

Key tasks of the role include:

- Inspections
- File Preparation
- Market reporting and analysis
- Workflow co-ordination
- Property data & sales research
- Administration duties as required

To be successful in this role, you will ideally possess:

- Tertiary qualifications in a property related field
- A passion for the property industry
- A high degree of computer literacy
- Strong interpersonal, written and verbal communication skills
- Excellent telephone manner and customer service ethic
- Ability to work in a team environment
- High level of organisation and efficiency
- Ability to work within tight time constraints and multitask
- Strong attention to detail
- Self motivated with a positive attitude

For enquiries or to apply please email your resume to [julie.schulz@htw.com.au](mailto:julie.schulz@htw.com.au)

Applications Close: *30 January 2019*