

**To reinforce its Development team, Cofinimmo is looking for  
2 Senior Development Managers (M/F) – (1 for Spain + 1 for Germany)**

**FUNCTION**

- ✓ The Senior Development Manager monitors all portfolio investment, redevelopment and divestiture files.
- ✓ He/she actively looks for investment opportunities and works out potential office building, nursing homes, or PPP projects that are prone to join the portfolio.

**JOB RESPONSABILITIES**

- Assist and advice team of development managers
- Lead, coach and motivate team of development managers and management assistants
- Market benchmarking of Cofinimmo in relation to investment and development
- Policy/administrative positioning in relation to the various regions
- Green strategy for new acquisitions, redevelopment and existing portfolio
- Vision and strategic preparation of redevelopments of the existing portfolio in liaison with the Board of Direction
- Budget preparation and monitoring
- Joint negotiating, in agreement with the Project Mgt and/or Head of offices, with large office-user institutions – marketing
- Negotiating portfolio divestitures

**(Re-)Development projects**

- Identify opportunities within the portfolio or the market and carry out projects
- Prepare the feasibility analysis (program, budget, tax, legal, planning, ...), identify the (re) development paths and make recommendations for the management
- Manage the entire project in collaboration with internal and external teams, from the pre-project to the actual marketing and reception of the building (definition of the construction program, follow-up of the permit procedure, definition of the marketing plan and commercial specifications, followed by the reception process)
- Be attentive to new trends in order to offer attractive and quality products
- Update decision-making tools (financial model, budget monitoring, risk matrix) and planning

**Investment projects**

- Actively seek new investment opportunities in different sectors (offices, residential, etc.)
- Demonstrate the potential of the opportunity identified to the management and prepare the analysis note
- Coordinate with the seller (or agent) the sales process and participate in negotiations, including the review of purchase contracts
- Coordination of due diligence process (financial, legal, technical, etc.)
- Transfer of information within other stewardship departments

### **PPP Projects**

- Active screening of tenders
- Screening and selection of partners for the Design / Build part
- Manage, coordinate and together with the Head of Development oversee the preparation of applications and offers
- Making contact with partners (internal and external), participating in the negotiation of contractual agreements between parties and coordination throughout the bid preparation process
- Internal reporting to have the project presented and validated by the management
- Operational monitoring of PPP projects

### **SKILLS AND KNOWLEDGE**

#### **General knowledge**

- Detailed knowledge of the following languages: **English** (very good both oral and written) as well as mother tongue knowledge of **German/Spanish**
- Office automation knowledge **MS OFFICE: Word / Excel**
- *Assertiveness, Control of emotions, Planning and organisation*
- *Respect of others (empathy and ability to listen), Respect of procedures*

#### **Specific skills**

- In-depth real-estate knowledge
- Solves complex problems, takes a broad perspective to identify solutions
- Is recognized as an expert in own area within the organization
- Requires specialized expertise
- Works independently
  - ✓ Manage, coordinate and together with the Head of Development oversee the preparation of applications and offers
  - ✓ Making contact with partners (internal and external), participating in the negotiation of contractual agreements between parties and coordination throughout the bid preparation process
  - ✓ Internal reporting to have the project presented and validated by the management
  - ✓ Operational monitoring of PPP projects
- Interprets internal or external business issues and recommends solutions/best practices

**Behavioural skills**

- ✓ **Analysis and problem-solving**  
Decision making - Problem-solving - Analysis – ability to grasp the wider picture
- ✓ **Personal effectiveness**  
Results orientation - Adaptation to change - Intellectual curiosity - Proactive
- ✓ **Human relations**  
Negotiation - Customer orientation – sense of service - Communication
- ✓ **Management**  
Delegate – Motivate - Coaching

**INTRERESTED?**

**Please send your résumé and cover letter to our Human Resources team at  
[recruitment@cofinimmo.be](mailto:recruitment@cofinimmo.be)**