

Resident Liaison Officer

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Company: United Living Group

Location: London

Category: business-and-financial-operations

Job Description

As a vital member of our team covering the East London area, you will make a genuine difference to the lives of the people we work with, and can seize the opportunity to develop your career in property services.

As an experienced **Resident Liaison Officer** you will be a visible point of contact for customers, engaging through newsletters, meetings, visits and open days.

You will ensure residents are aware of the works processes and communicate updates / changes accordingly. In addition you will coordinate handover of keys to site teams and provide a high standard of customer aftercare, ensuring works are completed satisfactorily and managing expectations between residents, the client and our operations teams.

With the confidence to manage sometimes difficult situations **Resident Liaison Officer** you will be a naturally excellent communicator who can work collaboratively with a range of stakeholders.

We are ideally looking for somebody who has worked for a Contractor or in a client-side resident liaison / community engagement role, preferably within planned / reactive maintenance or asset management.

You will be resilient under pressure and understand the need for discretion and respect in a public facing role.

Qualifications

You must have a UK driving licence, and own your car.

If you are a Resident Liaison Officer seeking a dynamic and diverse work environment, we're offering:

Competitive salary and benefits package

Opportunities for career progression aligned with the company's growth

Immediate interview for qualified candidates

How to Apply:

If you are ready to be part of our expanding team and contribute to our success, apply today for immediate consideration. Join us on this exciting journey of growth and innovation!

As a business United Living prefer to hire directly and we will be in touch with our PSL Agencies if we require support. We do not accept speculative CVs from agencies. If speculative CVs are sent, no fee will be applicable.

Additional Information

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