

Company name: CBRE

Position title: Managing Director - Asset Services - Houston, TX

Order id: 57530891

Position type: Full Time

Salary: Commensurate

Location: Houston, Texas, 77001

Managing Director - Asset Services - Houston, TX

About CBRE (NYSE: CBG): At CBRE, you are empowered to take your career path into your own hands. Enjoy workplace flexibility in a global organization with tremendous scale. Work in an inclusive and collaborative environment with supportive teammates. Come experience the employee advantage at CBRE.

CBRE has a long-standing commitment to providing equal employment opportunity to all qualified applicants regardless of race, color, religion, national origin, sex, sexual orientation, gender identity, pregnancy, age, citizenship, marital status, disability, veteran status, political belief, or any other basis protected by applicable law.

As a Fortune 500 worldwide leader in real estate services, CBRE's more than 70,000 professionals provide exceptional outcomes for clients in 60+ countries. When it comes to real estate, CBRE sees potential everywhere. We turn scale into strength, expense into performance, and property into prosperity. Visit CBRE.com.

CBRE was voted #15 "Best Company to Work For in 2016" by Forbes Magazine!

To learn more about CBRE's Asset Services Division, please view our video by following this link:
http://players.brightcove.net/34044489001/default_default/index.html?videoId=4745275735001

Responsible for developing and implementing the strategic direction and day-to-day leadership for CBRE's Asset Services Division in the greater Houston market. Responsible for short and long-term revenue growth and profitability of the assigned market and/or geographic area. Emphasis is on integration of a variety of services and growing market/client share. Guides direct reports in client

service orientation and consultative sales as well as the effective, efficient and ethical operation of their respective teams or accounts. Builds a cohesive, diverse team dedicated to ongoing improvement of service delivery platform and client relationship. Focus on results.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Market Facing Activities and Business Development

Employ horizontal branding and integration strategy within the line of business, shared services (finance, human resources, legal, marketing, etc.) and between all lines of business (Brokerage, Project Management, Valuation, DEF, etc.) to maximize performance of the company's platform.

Evaluate industry and business trends and analyze financial performance indicators in local market area activity for potential impact on operations and respond with necessary business changes as indicated.

Formulate, negotiate and execute contracts with the client and vendors, utilizing the internal expert resources, i.e. legal, risk, procurement, etc. Supports all property sales by overseeing due diligence process and monitoring the activity of outside brokers.

Develop and maintain strong positive relationships and be highly regarded as an opinion leader and trusted advisor to ensure a high level of satisfaction.

Human Capital Development and Sales Management

Provide for the effective recruitment, selection, performance management and implement of a career development and succession plan, along with an effective retention program for key personnel, while creating a more diverse organization.

Build and develop a strong core leadership team and ensure integration of all execution and sales functions.

Business Management

Collaborate with President, COO, EMD or SMD to develop a concise plan to accomplish the retention and target key markets/prospects for business growth opportunities and acquisition of clients/markets, focusing on our value-add as "expert advisors" rather than "tactical or transaction specialists".

Effectively understand and oversee financial accounting, budgeting and reporting by identifying mid-year trends and reforecasting to meet the financial goals and expense management for assigned area.

Execute best in class service delivery with respect to engineering, accounting, project management (Tenant Improvements), technical consulting (Infrastructure Management) security, life safety and disaster recovery.

Ensure consistent service delivery and compliance with CBRE Global Standards and guidelines at all levels of the organization.

Leadership

Build strong business operations and set specific, measurable, challenging yet achievable short and long-range strategic plans, priorities, goals and objectives to consistently meet or exceed business growth objectives consistently.

Serve as a change agent for business improvements, new initiatives and processes by analyzing mistakes and implementing changes in process and create buy-in. Use the After Action Review process to review and provide the basis for improvement to events or service delivery issues that do not meet the best in class service threshold.

Recognize expertise and empower peers and employees to build a dynamic team that is viewed by others as highly productive, capable and the best in the industry.

R.I.S.E. Values

Adheres to an appropriate (for the setting) and effective set of core values and beliefs during both good and bad times; acts in line with those values; rewards the right values and disapproves of others; practices what he/she preaches.

Is widely trusted; is seen as a direct, truthful individual; can present the unvarnished truth in an appropriate and helpful manner; keeps confidences; admits mistakes; doesn't misrepresent him/herself for personal gain.

Other duties may be assigned from time to time by supervisor.

SUPERVISORY RESPONSIBILITIES

Strong experience in managing a diverse workforce including sales, operations and expense management. Ability to diagnose and understand every position in the chain of command, how they interact with each other and what communication or process breakdown occurred that was an impediment to achieving the goals of the business.

Provides formal supervision to individual employees within single functional or operational area. Approves subordinate's recommendations for staff recruitment, selection, promotion, advancement, corrective action and termination. Effectively recommends same for direct reports to next level management for review and approval.

Prepares and delivers performance appraisal for staff. Mentors and coaches team members to maximize team performance through career development and succession planning activities to further develop competencies. Leads by example and models behaviors that are consistent with the company's values.

Plans and monitors appropriate staffing levels and utilization of labor, including overtime.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative, but not exclusive, of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND EXPERIENCE

Bachelor's degree (BA/BS) from four-year college or university and a minimum of ten years of comprehensive experience in commercial real estate or field related experience and/or training. Master's degree preferred.

High level of business acumen. Knows how businesses work; knowledgeable in current and possible future policies, practices, trends, technology, and information affecting his/her business and organization; knows the competition; is aware of how strategies and tactics work in the market place.

CERTIFICATES and/or LICENSES

Real estate license required. CPM or RPA professional designation or candidacy preferred.

Develop and maintain business relationships with industry and trade associations through membership and participations in professional, industry/trade and civic organizations.

COMMUNICATION SKILLS

Excellent written and verbal communication skills. Ability to foster a strong service-orientation and an "advisory role" in client relationships.

Strong organizational and analytical skills. Ability to provide efficient, timely, reliable and courteous service to customers.

Ability to generate powerful, effective and persuasive presentations on complex topics to employees, clients, top management and /or public groups; excels at public speaking.

Ability to inspire, persuade and motivate employees toward excellence by leading by example and building collaborative relationships.

Ability to excel at conflict resolution and win-win negotiations to negotiate effectively with key employees, top management and client groups and respond effectively to sensitive issues.

Clearly support others by providing honest, open, two-way communication.

FINANCIAL KNOWLEDGE

Requires advanced knowledge of financial terms and principles.

Adept at analyzing financial reports and monitoring/controlling expenses.

Ability to calculate and review the complex financial reports prepared by others and to make recommendations to executives that impact the line of business.

REASONING ABILITY

Ability to comprehend, analyze, and interpret complex documents. Ability to solve problems involving several options in complex situations. Requires Expert level analytical and quantitative skills. Teacher and student of cognitive thought process.

Ability to stay calm under pressure; is not easily agitated.

OTHER SKILLS and/or ABILITIES

Advanced skills with Microsoft Office Suite

SCOPE OF RESPONSIBILITY

Decisions made with thorough understanding of procedures, company policies, and business practices to achieve general results and deadlines. Responsible for setting work unit and/or project deadlines. Errors in judgment may cause long-term impact to department.

Equal Opportunity and Affirmative Action Employer Women/Minorities/Persons with Disabilities/US Veterans

Apply Online: <http://cbre.contacthr.com/57530891>