



## **Job Advert**

### **Manager**

#### **Roman Way Estate CIC Tenant Management Organisation**

**Salary** : £42,00 per annum 37.5 hours per week

**Responsible to:** Roman Way Estate CIC TMO Board

**Location:** Roman Way Estate CIC, 27 Underwood Close, Edgbaston, Birmingham, B15 2SX

**About us:** We manage approximately 158 properties on behalf of Birmingham City Council as a Tenant Management Organisation. Situated beside the Queen Elizabeth Hospital the area is considered a desirable place to live.

This role provides a great opportunity for a motivated and experienced housing professional to gain experience as a Manager responsible for both the strategic direction of the TMO and its operational service delivery.

You will need substantial experience of managing and delivering housing management and maintenance services, provide excellent assistance to the team and be willing to support with operational issues as an involved and supportive leader and natural team player.

You will be skilled in forging positive relationships with board members, and in supporting the board to exercise effective governance. We believe in constantly seek ways to improve all areas of the business.

You will be developing relationships with partners including the Voluntary and Community Sector, with an eye to identify suitable services and support for tenants on Roman Way Estate CIC estate. You will need to put tenants at the centre of service delivery, provide great customer service and ensure there is a culture of reflecting best practice and what works best.

You can expect to use your influence to shape services and make a significant impact at local level in partnership with residents, stakeholders and the Local Authority.

We aim to achieve excellence in the provision of our services and as an equal opportunities employer.

Roman Way Estate CIC is also the registered address and provides accommodation to the national Federation of Tenant Management Organisations (NFTMO).

**Closing date: 12.00 pm Friday 19<sup>th</sup> January 2024**