NORTHERN TRUST
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ASSET MANAGER
CHORLEY, LANCASHIRE (With travel across the North West)

Northern Trust is a family-owned private company, established in 1962, with a successful track record in property investment, development and strategic land promotion. The existing property portfolio extends to 9 million sq. ft in more than 200 industrial, trade and office park locations; and contains over 4,000 individual units. The portfolio is actively managed by Northern Trust's Regional Teams with offices in the North West, North East, Yorkshire, Midlands, and Scotland.

We are now seeking an Asset Manager to join our busy North West team based at Northern Trust's head office, Lynton House, Ackhurst Business Park, Chorley. The North West portfolio extends to 3 million sq. ft of business space in over 1,300 units and covers the geographical area of Lancashire, Cumbria, Greater Manchester, Merseyside and Cheshire.

We are looking to recruit a confident and motivated individual who is a recent graduate or an individual with previous property experience. This position will ideally suit an enthusiastic candidate wishing to develop in a busy and developing office. The successful candidate will be able to work on their own initiative as well as part of a small team.

As an Asset Manager adding value to an existing portfolio, you will

- Act as the principal interface between the Landlord and Tenant by dealing with enquiries, scheduling viewings, negotiating lease terms, undertaking due diligence and seeing matters through to completion; to reduce the void rate across a portfolio of workshops, industrial units and office assets within the North West.
- Work closely with the office administrators to review property availability and the in-house marketing department to formulate appropriate strategies for proactively marketing vacant assets.
- Deal with the full remit of estate management issues for designated assets including monitoring, initiating, negotiating and completing lease renewals, rent reviews and ensuring compliance of landlord and tenant lease obligations.
- Undertake regular site inspections to ensure compliance with statutory and regulatory obligations, undertaking risk assessments, document any health and safety matters and taking action to minimise risk to occupiers or members of the public.
- In conjunction with the Building Surveyor, review, arrange and instruct contractors to undertake relevant works and contracts.
- Input and maintain property records via the property management database for all management matters.
- Assist in obtaining meter reads for landlord utility meters and sub-meters as and when required, to ensure appropriate billing can take place.
- Work closely with other departments and industry professionals, including the Regional Property Manager, Utilities department, Credit Control team, Building Surveyors, Business Centre staff, Solicitors and contractors to ensure consistent progress and management of the property portfolio.

The ideal Asset Manager will:

- Be motivated, energised and have a confident character with a "can do" approach and willingness to learn.
- Ideally have an understanding of property management including Landlord and Tenant issues although this is not essential.
- Be commercially minded and solutions focused.
- Have excellent communication and interpersonal skills.
- Be able to work effectively both as part of a team and autonomously.
- Be able to thrive in a fast paced organisation and deliver effectively under pressure to tight deadlines.
- Have excellent organisational and multi-tasking skills.
- Have a full UK driving

The position provides an ideal opportunity for the right candidate to work for one of the largest privately owned commercial landlords in the UK.

An attractive package, depending on experience, is on offer including competitive salary, company car, contributory pension and life assurance.

Full applications **by email only please** (including CV and current salary details) to;
Sam Broderick, Northern Trust North West
Email: SamBroderick@northerntrust.co.uk

Closing date for applications: 5th August 2026