



Redruth Civic Centre, Alma Place,

Tel No: 01209-210038 e-mail: [admin@redruth-tc.gov.uk](mailto:admin@redruth-tc.gov.uk)

Redruth, Cornwall TR15 2AT

**Town Mayor: Cllr A Biscoe**

**Town Clerk: Ms C Caldwell**

## **Job Advertisement** **Consultant Asset Manager (Fixed term 9-month contract)**

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### **About the Role:**

Working on a consultancy basis for 2 days per week, you will advise on and help manage Redruth Town Council's diverse asset portfolio. You will be instrumental in aligning our property assets with community needs, environmental sustainability, and our long-term strategic objectives.

**Fee: £300 per day| 2 days per week |**

**Location: Primarily based in Redruth with some flexibility for remote work**

**Contract Type: Consultancy Fixed-term 9-month contract.**

### **Key Responsibilities:**

- Provide strategic advice to maximise the value and community benefit of Council-owned assets.
- Develop options appraisals and produce a robust Asset Management Plan, including an Acquisitions and Disposals policy.
- Lead on lease negotiations, rent reviews, and property development opportunities.
- Act as the Council's Clerk of Works on capital projects to ensure timely and cost-effective delivery.
- Collaborate with the Strategic Projects Officer, Responsible Finance Officer/Deputy Town Clerk, Town Clerk, and other stakeholders to access funding and support delivery.
- Maintain legal and regulatory compliance, particularly around Health & Safety and asset accessibility.
- Help shape a property portfolio that supports the Council's vision for a sustainable and vibrant Redruth.

### **What We're Looking For:**

- Extensive experience in public or commercial asset management.
- Sound understanding of landlord and tenant law, project management, and strategic planning.
- Excellent communication and negotiation skills.
- A commitment to Redruth Town Council's values, with a strong emphasis on sustainability, community benefit, and corporate responsibility.
- An organised and professional individual capable of delivering at a strategic and operational level.
- Proven Contract Management track record.

### **Why Join Us?**

Redruth is a town with a rich heritage and exciting future. As part of our dynamic team, you'll help deliver real, lasting improvements to local infrastructure and community facilities. This is your chance to apply your expertise in a role that offers flexibility, variety, and impact.

### **To Apply:**

Please send your CV and covering letter explaining your suitability and availability to; [hr@redruth-tc.gov.uk](mailto:hr@redruth-tc.gov.uk)

**Closing Date: Friday 8<sup>th</sup> August 2025 at 5pm**

**Start Date: ASAP, subject to notice**