

Role Description

Position Title: Commercial Valuations Director

Location: Auckland

Date: September 2016

Darroch is the largest independent, 100% New Zealand owned Commercial & Industrial Property Service Company. Our team are professionally qualified and highly experienced valuers, property experts, specialists and advisors. Our business is unique, and provides impartial, achievable solutions for our clients that produce results, tangible results, and has been for 40 years, because at Darroch, it's what we do.

We're not doing this alone. Backed by our parent company, Quotable Value Limited (QV), Darroch is part of the QV Group of companies, which includes QVA in Australia. Working together for our clients, we have access to the most comprehensive source of property information in New Zealand. Importantly, clients are confident that we have the capacity and capability, breadth and depth of services, to help them achieve their strategic objectives.

We're in the people business. Our people are absolutely vital to our success, and to the success of our clients. We believe our future prosperity is linked to the performance, capability and well-being of our people, and that a healthy employee is a productive employee. Darroch offers employees a competitive remuneration package and flexible working conditions.

For further information please go to: www.darroch.co.nz

PURPOSE OF THE POSITION

- Carry out professional valuation services ensuring that business performance targets are achieved.
- Contribute to the development of the business, including prospecting for new customers.
- Provide training and mentoring of graduate valuers should the opportunity arise.

KEY RELATIONSHIPS

The Commercial Valuations Director reports to the National Director.

The Registered Valuer will be required to build and maintain working relationships with:

- Valuations Management Team
- Valuers in all Darroch offices
- All other Darroch people
- Clients and commercial contacts

KEY RESPONSIBILITIES

RESPONSIBILITIES	OBJECTIVES
Valuations services	<ul style="list-style-type: none">• Provide high quality valuation services to clients• Provide valuation services that meet organisation and professional standards• Achieve personal and department revenue targets
Relationship management	<ul style="list-style-type: none">• Ensure client satisfaction is achieved on all jobs completed• Build and facilitate positive and durable working relationships with key customers and stakeholders
Business development	<ul style="list-style-type: none">• Find and develop new clients to enhance and grow existing client base• Identify business development initiatives to deliver on Darroch's strategic and operational objectives• Meet targeted levels on existing client development and communication
Leadership	<ul style="list-style-type: none">• Provide guidance and advice to other members of the Darroch Valuations team (Auckland region), including, valuation expertise and industry knowledge.• Provide mentoring and graduate sign off as required• Demonstrate and role model company values
Health and safety	<ul style="list-style-type: none">• All employees are responsible for ensuring that they take all reasonable and practical steps to ensure a safe and healthy workplace. This means they are required to report all hazards, accidents and/or potentially serious near misses to ensure the safety of themselves, other staff and visitors. Health and safety risks are to be minimised, isolated or eliminated as appropriate.

SPECIAL ROLE REQUIREMENTS

A current clean driver's licence is essential. You will be expected to provide your own vehicle for work purposes.

PERSON SPECIFICATION

Skills and knowledge

- Well developed analytical skills
- Well developed time management skills
- Good relationship management skills
- Excellent written and verbal communication skills coupled with the ability to engage professionally and easily with people
- Professional presentation and manner
- Good understanding of relevant legislation and standards
- Business acumen
- Knowledge of building materials
- Ability to handle sensitive and confidential materials with integrity
- Commitment to equal employment opportunity

- Computer literacy and sound knowledge of the Microsoft suite of applications including a minimum of intermediate level skill in Word and Excel
- Excellent customer service skills and the ability to generate work and source clients
- Ability to meet deadlines

Experience

- Proven experience within the valuation industry
- Proven ability to complete work to market standards

Qualifications

- A registered member of the Property Institute of New Zealand
- ANZIV accreditation

CORPORATE BRAND VALUES

Darroch has identified the following corporate brand values which all employees are expected to demonstrate.

Integrity Let's build trust Do what you say Accuracy Consistency Independence Impartial Ethical	Professionalism Delivering commercial success Business acumen Aligned with our markets Results oriented Value creation Quality processes Commercial
On to-it Deliver with attitude Energy Innovation Driving change Responsive Opportunity focused	Citizenship Recognising environmental change Commercial awareness Current technology Progressive Good corporate citizen Socially responsible
Having fun A positive outlook Celebrating success Full of energy Putting the 'buzz' in business Taking part Making work fun	