



JOB TITLE:

Senior Certified
Reserve Planner

REPORT TO:

Managing Partner

JOB DESCRIPTION:

You will provide strata reserve fund and depreciation consultation, advice, and reports to clients, partners and staff members to facilitate and help clients achieve real estate goals.

SALARY:

Highly competitive

RESPONSIBILITIES AND DUTIES:

- Perform on-site reviews of properties to establish common area and limited common area assets; calculate, quantify and establish replacement cost for all applicable assets
- Prepare comprehensive reports and present findings to clients
- Manage client relationships
- Review, research, analyze and evaluate market, economic and property data, documents and bylaws
- Consult with clients about their reserve fund and depreciation requirements
- Remain current with processes, jurisprudence and regulations
- Quote, complete and manage reserve fund, financial model, and depreciation assignments
- Maintain costing research archive
- Prepare material and provide support for business development opportunities

POSITION REQUIREMENTS:

- Certified Reserve Planner designation
- Real Estate Institute membership in good standing
- AACI Designation is considered an asset
- Extensive knowledge of building components, construction, and financial documents
- At least 10 years of progressive experience in reserve planning, depreciation report, and/or residential appraising
- Strong critical thinking, analytical and research skills
- Good communication skills with strong attention to details
- Strong relationship building and client management skills
- Proficient organizational and time management skills
- Strong knowledge of office software
- Ability to network and market services



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WHO WE ARE:

Based in Kelowna, BC, Kent-Macpherson is recognized as one of the leading appraisal and consulting firms in Western Canada and is accepted and recognized by all major government agencies, law firms, Indigenous communities, and financial institutions across the country.

LIVE AND WORK IN THE OKANAGAN VALLEY:

We are located in the Landmark District in Kelowna, BC, the largest community in the Okanagan Valley. Surrounded by lakes, mountains and vineyards, Kelowna offers residents a perfect work-life balance.

OUR BENEFITS:

In addition to what you've come to expect from company benefits like competitive wages, sick leave, etc. we offer flexible work options. Sure, we'd love for you to work from the office 5 days a week but that doesn't work for everyone. Just send us your resume, we'll talk.

WE OFFER:

- Competitive salary
- Medical/dental insurance
- Company-wide paid days off (e.g. Easter Monday)
- Flexible work options
- Free on-site parking
- Killer coffee



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