

VACANCY FOR THE POST OF ESTATE SURVEYORS & VALUERS IN ABUJA

About the Company

We are a leading independent real estate firm of Estate Surveyors and Valuers, duly registered and regulated by the Estate Surveyors and Valuers Registration Board of Nigeria (ESVARBON) and the Royal Institution of Chartered Surveyors (RICS), London. We are also a member of the Nigerian Institution of Estate Surveyors and Valuers (NIESV).

With over 22 years of excellence and innovation in real estate services, and as a Collaboratory firm of Andersen Global, USA, we are committed to investing in our people—our greatest asset.

To support our continued growth and expanding client base, we are seeking proficient and experienced **Estate Surveyors & Valuers** to join our dynamic team at our Head Office in Lagos.

Job Description

We are looking for **Entry-Level and Graduate Estate Surveyors & Valuers** with relevant experience to join our teams in **Abuja**. You will support core service areas including valuation, sales and acquisition, property management, and general consultancy for a variety of property types.

Key Responsibilities

1. Conduct valuation of residential, commercial,

industrial, and agricultural properties.

2. Prepare professional valuation reports for purposes such as sales, mortgage, taxation, insurance, and asset audits.
3. Manage client properties, oversee maintenance, rental collection, and tenant relations.
4. Ensure regulatory compliance and coordinate service providers.
5. Conduct feasibility studies, market research, and provide strategic real estate advisory.
6. Source, inspect, and list properties; liaise with prospective clients and close transactions.
7. Handle facility management, including utilities, repairs, and safety compliance.
8. Build and maintain relationships with property owners, tenants, investors, and stakeholders.
9. Monitor property laws and valuation standards to stay current on regulations and best practices.
10. Guide and supervise junior surveyors and administrative staff.

Requirements

- HND/BSc in Estate Management or related field.
- ANIVS (MRICS will be an added advantage).
- Prior experience in direct sales, business development, or property management.
- Strong leadership, communication, and organizational skills.
- Proficiency in Microsoft Office tools (Excel, Word, PowerPoint).
- Fluent in English (oral and written); multilingual ability is an advantage.
- Ability to liaise with legal and regulatory bodies on title verification and property regularization.

What We Offer

- Competitive salary and benefits
- 13th-month salary
- Pension support
- NSITF contributions
- Healthcare allowance
- Opportunities for career growth and professional development
- Collaborative and innovation-driven work environment

How to Apply

Send your CV to: hr@globalclique.net

Email Subject: Estate Surveyors & Valuers Abuja

Only shortlisted candidates will be contacted.

VACANCY FOR THE POST OF ESTATE SURVEYORS & VALUERS IN LAGOS, NIGERIA

About the Company

We are a leading independent real estate firm of Estate Surveyors and Valuers, duly registered and regulated by the

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With over 22 years of excellence and innovation in real estate services, and as a Collaboratory firm of Andersen Global, USA, we are committed to investing in our people—our greatest asset.

To support our continued growth and expanding client base, we are seeking proficient and experienced **Estate Surveyors & Valuers** to join our dynamic team at our Head Office in Lagos.

Job Description

We are looking for **Entry-Level and Graduate Estate Surveyors & Valuers** with relevant experience to join our teams in **Lagos**. You will support core service areas including valuation, sales and acquisition, property management, and general consultancy for a variety of property types.

Key Responsibilities

1. Conduct valuation of residential, commercial, industrial, and agricultural properties.
2. Prepare professional valuation reports for purposes such as sales, mortgage, taxation, insurance, and asset audits.
3. Manage client properties, oversee maintenance, rental collection, and tenant relations.
4. Ensure regulatory compliance and coordinate service providers.
5. Conduct feasibility studies, market research, and provide strategic real estate advisory.

6. Source, inspect, and list properties; liaise with prospective clients and close transactions.
7. Handle facility management, including utilities, repairs, and safety compliance.
8. Build and maintain relationships with property owners, tenants, investors, and stakeholders.
9. Monitor property laws and valuation standards to stay current on regulations and best practices.
10. Guide and supervise junior surveyors and administrative staff.

Requirements

- HND/BSc in Estate Management or related field.
- ANIVS (MRICS will be an added advantage).
- Prior experience in direct sales, business development, or property management.
- Strong leadership, communication, and organizational skills.
- Proficiency in Microsoft Office tools (Excel, Word, PowerPoint).
- Fluent in English (oral and written); multilingual ability is an advantage.
- Ability to liaise with legal and regulatory bodies on title verification and property regularization.

What We Offer

- Competitive salary and benefits
- **13th-month salary**
- **Pension support**
- **NSITF contributions**
- **Healthcare allowance**
- Opportunities for **career growth and professional**

development

- Collaborative and innovation-driven work environment

How to Apply

Send your CV to: **hr@globalclique.net**

Email Subject: Estate Surveyors & Valuers

Only shortlisted candidates will be contacted.

VACANCY FOR THE POST OF MARKETING MANAGER IN LAGOS, NIGERIA

About the Company

We are a leading independent real estate firm of Estate Surveyors and Valuers, duly registered and regulated by the Estate Surveyors and Valuers Registration Board of Nigeria (ESVARBON) and the Royal Institution of Chartered Surveyors (RICS), London. We are also a member of the Nigerian Institution of Estate Surveyors and Valuers (NIESV).

With over 22 years of excellence and innovation in real estate services, and as a Collaboratory firm of Andersen Global, USA, we are committed to investing in our people—our greatest asset.

To support our continued growth and expanding client base, we

are seeking a proficient and experienced **Marketing Manager** to join our dynamic team at our Head Office in Lagos.

Job Description

We are seeking an experienced and reliable **Marketing Manager** to lead our property acquisition and disposal services. The ideal candidate will work closely with the estate surveyors and valuers, manage a targeted client base, and contribute to both strategic marketing and customer success initiatives. This role includes overseeing campaigns, business development, and customer engagement throughout the entire sales lifecycle—from initial contact to contract closing and post-sale support.

Key Responsibilities

1. Develop and implement comprehensive marketing strategies to drive brand awareness and business growth.
2. Plan, execute, and oversee marketing campaigns across various channels (digital, print, social media, events).
3. Conduct market research to identify trends, customer needs, and competitor activities.
4. Strengthen and maintain the company's brand image through creative and consistent messaging.
5. Lead and motivate the marketing team toward meeting company goals.
6. Collaborate with sales, product development, and other departments to ensure cohesive marketing efforts.
7. Manage digital marketing activities including SEO, PPC, email marketing, and social media.
8. Monitor and analyze campaign performance; prepare reports and make data-driven decisions.
9. Build and maintain strong relationships with clients and stakeholders to ensure satisfaction and loyalty.

Requirements

- HND/BSc in Business Administration, Marketing, or a related field.
- Membership in relevant sales and marketing professional bodies.
- Minimum of 5 years of marketing and sales experience, with at least 3 years in a direct sales or business development role.
- Real estate industry experience is **mandatory**.
- Proficient in prospecting and client engagement strategies.
- Strong presentation and communication skills.
- Excellent command of Microsoft Office tools (Excel, Word, PowerPoint).
- Skilled in analyzing market data and making informed decisions.
- Highly organized, creative, and results-oriented.
- In-depth understanding of customer behavior and target audience segmentation.

What We Offer

- Competitive salary and benefits
- Opportunities for professional development and career growth
- Supportive, innovative, and team-oriented work environment

How to Apply

Interested candidates should send their CVs to **hr@globalclique.net**

Email Subject: *Marketing Manager*

Only shortlisted candidates will be contacted.

VACANCY FOR THE POST OF SENIOR ASSOCIATE PARTNER IN LAGOS, NIGERIA

About the Company

We are a leading independent real estate firm of Estate Surveyors and Valuers, duly registered and regulated by the Estate Surveyors and Valuers Registration Board of Nigeria (ESVARBON) and the Royal Institution of Chartered Surveyors (RICS), London. We are also a member of the Nigerian Institution of Estate Surveyors and Valuers (NIESV).

With over 22 years of excellence and innovation in real estate services, and as a Collaboratory firm of Andersen Global, USA, we are committed to investing in our people—our greatest asset.

To support our continued growth and expanding client base, we are seeking a proficient and experienced **Senior Associate Partner** to join our dynamic team at our Head Office in Lagos.

Job Description

We are looking for a highly skilled and experienced **Estate Surveyor and Valuer** to lead and manage a large team of

professionals. This senior management role is essential in ensuring operational efficiency, maintaining service quality, and driving business growth. The ideal candidate should be a strategic leader with a passion for excellence in real estate services. This position offers a fast-track path to full partnership.

Key Responsibilities

1. Lead and manage a team of estate surveyors, valuers, and support staff.
2. Provide mentorship, delegate tasks, monitor performance, and conduct performance reviews.
3. Supervise day-to-day operations of the firm to ensure efficiency and compliance with professional standards.
4. Organize and facilitate team training and knowledge-sharing sessions.
5. Implement internal processes that improve productivity and service delivery.
6. Coordinate workflows and ensure timely delivery of client assignments.
7. Conduct and review property valuations, feasibility studies, and investment analysis.
8. Oversee property sales, leasing, acquisitions, and facility management services.
9. Ensure all technical reports, proposals, and valuations meet regulatory and client standards.
10. Serve as the main point of contact for high-value clients
11. Build and maintain long-term relationships based on trust, quality, and timely delivery.
12. Collaborate with partners to drive strategic growth, innovation, and market expansion.
13. Ensure all activities align with ESVARBON, RICS, and NIESV standards.
14. Stay updated on property laws, market trends, and

professional guidelines.

15. Represent the firm in industry events, conferences, and professional bodies

Requirements

- Minimum of **HND/B.Sc. in Estate Management**.
- **ANIVS or FNIVS** (MRICS is an added advantage).
- At least **5 years of post-qualification experience** in a similar leadership role.
- Excellent leadership, organization, and multitasking skills.
- Strong communication and problem-solving abilities.
- Proficiency in Microsoft Office and relevant digital tools.
- Willingness to travel within and outside Nigeria.
- A proactive and result-oriented mindset.

What We Offer

- Competitive salary and benefits
- **Official brand-new car**
- **13th-month salary**
- Professional development and growth opportunities
- Supportive, innovative, and team-driven work environment

How to Apply

Send your **CV** to: **hr@globalclique.net**

Email Subject: *Senior Associate Partner – Lagos*

Only shortlisted candidates will be contacted.

VACANCY FOR THE POST OF ACCOUNT OFFICER IN LAGOS, NIGERIA

About the Company

We are a leading independent real estate firm of Estate Surveyors and Valuers, duly registered and regulated by the Estate Surveyors and Valuers Registration Board of Nigeria (ESVARBON) and the Royal Institution of Chartered Surveyors (RICS), London. We are also a member of the Nigerian Institution of Estate Surveyors and Valuers (NIESV).

With over 22 years of excellence and innovation in real estate services, and as a Collaboratory firm of Andersen Global, USA, we are committed to investing in our people—our greatest asset.

To support our continued growth and expanding client base, we are seeking a proficient and experienced **Account Officer** to join our dynamic team at our Head Office in Lagos.

Job Description

We are looking for an **Account Officer** with strong attention to detail, excellent analytical skills, and a proactive approach to problem-solving. The successful candidate will play a vital role in managing our financial operations, ensuring compliance with statutory requirements, reconciling financial data, and supporting the overall efficiency of the Finance and Accounts department.

Key Responsibilities

1. Maintain accurate and up-to-date records of all financial transactions (income, expenses, payments, etc.).
2. Monitor customer accounts and ensure timely payments.
3. Track and follow up on outstanding receivables.
4. Prepare payment vouchers with appropriate documentation.
5. Assist in the preparation of monthly, quarterly, and annual financial reports.
6. Support in the development of financial forecasts and budgets.
7. Ensure compliance with legal, tax, and regulatory requirements.
8. Collaborate with other departments (e.g., Admin, Procurement) to process financial data accurately.

Requirements

- HND/BSc in Accounting, Banking & Finance, or a related discipline.
- Advanced stages of ICAN certification.
- Minimum of 3 years of experience as an Account Officer in a structured organization.
- Strong knowledge of accounting principles, financial reporting, and taxation.
- Proficiency in accounting software and Microsoft Office applications.
- Excellent written and verbal communication skills.
- High level of integrity and attention to detail.
- Strong organizational and time management skills.
- Ability to work independently and collaboratively as part of a team.

What We Offer

- Competitive salary and benefits
- Professional development and career advancement opportunities
- Supportive, innovative, and team-focused work environment

How to Apply

Send your CV to: hr@globalclique.net

Email Subject: Account Officer

Only shortlisted candidates will be contacted.

VACANCY FOR THE POST OF ACCOUNTS AND FINANCE MANAGER IN LAGOS, NIGERIA

About the Company

We are a leading independent real estate firm of Estate Surveyors and Valuers, duly registered and regulated by the Estate Surveyors and Valuers Registration Board of Nigeria (ESVARBON) and the Royal Institution of Chartered Surveyors (RICS), London. We are also a member of the Nigerian Institution of Estate Surveyors and Valuers (NIESV).

With over 22 years of excellence and innovation in real estate

services, and as a Collaboratory firm of Andersen Global, USA, we are committed to investing in our people—our greatest asset.

To support our continued growth and expanding client base, we are seeking a proficient and experienced **Accounts and Finance Manager** to join our dynamic team at our Head Office in Lagos.

Job Description

We are looking for a reliable **Accounts and Finance Manager** to lead the finance and accounts operations of the firm's real estate professional and business services. The ideal candidate will be responsible for regular communication of financial status and risks of the firm's operations. Act as the financial advisor, responsible for the preparation of financial statements. High level of due diligence, competence for the generation of, and respect for all accounting standards, including FRCN are required for this position.

Key Responsibilities

1. Develop and implement financial strategies aligned with the company's goals.
2. Provide financial insights and recommendations to management for decision-making.
3. Oversee day-to-day accounting activities including general ledger, accounts payable/receivable, payroll, and bank reconciliations.
4. Maintain accurate and timely financial records in accordance with accounting standards.
5. Prepare monthly, quarterly, and annual financial statements and management reports.
6. Manage cash disbursements, bank relationships, and treasury functions.

7. Supervise the preparation of cash flow projections and funding requirements.
8. Ensure compliance with relevant tax laws, regulatory requirements, and financial policies.
9. Monitor departmental spending to ensure adherence to budget limits.
10. Ensure the team complies with internal control policies and procedures.
11. Identify and mitigate financial risks through proper internal controls and insurance.

Requirements

- Minimum HND/BSc in Accounting Finance, Economics, or a related field (mandatory).
- 5 years of cognate experience (real estate company experience may be an advantage).
- ACA, (MBA, CITN, ACCA would be an asset).
- Strong knowledge of accounting principles, financial regulations, and tax laws (e.g., IFRS, GAAP).
- Proficiency in accounting software (e.g., Sage, QuickBooks, Tally, SAP, or Oracle ERP).
- Advanced Microsoft Excel skills and competency in other MS Office tools.
- Strong communication and problem-solving abilities.
- Ability to explain complex financial concepts to non-finance stakeholders.
- Ability to work independently with minimal supervision.

What We Offer

- Competitive salary and benefits
- **13th-month salary**
- **Pension support**

- **NSITF contributions**
- **Healthcare allowance**
- **Opportunities for career growth and professional development**
- **Collaborative and innovation-driven work environment**

How to Apply

Send your **CV** to: **hr@globalclique.net**

Email Subject: *Accounts and Finance Manager*

Only shortlisted candidates will be contacted.

VACANCY FOR THE POST OF PROJECT MANAGEMENT EXECUTIVE IN LAGOS, NIGERIA

About the Company

We are a leading independent real estate firm of Estate Surveyors and Valuers, duly registered and regulated by the Estate Surveyors and Valuers Registration Board of Nigeria (ESVARBON) and the Royal Institution of Chartered Surveyors (RICS), London. We are also a member of the Nigerian Institution of Estate Surveyors and Valuers (NIESV).

With over 22 years of excellence and innovation in real estate services, and as a Collaboratory firm of Andersen Global, USA,

we are committed to investing in our people—our greatest asset.

To support our continued growth and expanding client base, we are seeking a proficient and experienced **Project Management Executive** to join our dynamic team at our Head Office in Lagos.

Job Description

We are seeking a **Project Management Executive** to join our Development Consultancy and Management team. The ideal candidate will be responsible for managing the end-to-end process of real estate product development—from concept to market launch—while collaborating with cross-functional teams to ensure the successful execution of strategic projects.

Key Responsibilities

1. Define project scope, goals, deliverables, and success criteria.
2. Develop comprehensive project plans, schedules, and budgets.
3. Assign tasks, coordinate internal teams, and manage external vendors or partners.
4. Oversee day-to-day project operations to ensure progress and quality.
5. Monitor project budgets and control expenses to avoid overruns.
6. Identify cost-saving opportunities without compromising quality.
7. Provide regular updates on project progress, challenges, and milestones.
8. Organize and lead project meetings, presentations, and reviews.

9. Develop risk mitigation strategies and contingency plans.
10. Ensure deliverables meet required standards and client expectations.
11. Maintain comprehensive project documentation including reports, meeting minutes, and plans.
12. Ensure compliance with organizational policies, industry standards, and legal regulations.

Requirements

- Minimum of BSc/B.Eng. in Engineering, Estate Management, Quantity Surveying, Building or Architecture or a related field.
- Membership of relevant professional bodies (e.g., NSE, NIESV, NIQS).
- Minimum of five (5) years' experience in a similar role, with proven experience managing medium to large-scale projects.
- Certification in Project Management from a recognized institution (e.g., PMP, PRINCE2).
- Proficiency in Microsoft Office Suite, Helioscope software, CAD, or other relevant engineering/project design tools.
- Strong verbal and written communication skills.
- Ability to lead, influence, and manage cross-functional teams.
- Strong analytical skills and a data-driven, solution-oriented mindset.
- Excellent time management and ability to handle multiple projects simultaneously.
- Highly organized, proactive, and adaptable personality.

What We Offer

- Competitive salary and benefits
- Official car
- 13th-month salary
- Opportunities for professional development and career growth
- Supportive, innovative, and team-oriented work environment

How to Apply

Interested candidates should send their CV to **hr@globalclique.net**

Email Subject: *Project Management Executive*

Only shortlisted candidates will be contacted.

VACANCY FOR THE POST OF SOCIAL MEDIA / DIGITAL SALES ASSOCIATE IN IKOTA LEKKI, LAGOS

Our Profile

we are one of Lagos' fast-rising culinary brands, known for delivering premium food experiences with unmatched flavor and service. With our flagship location in ikota Lekki, we continue to redefine casual dining by blending quality meals with a vibrant, engaging customer experience—both online and

in-store.

We are currently looking for a **Social Media / Digital Sales Associate** who will help us connect with our audience, drive online orders, and build brand across digital platforms.

Role Overview

The ideal candidate is creative, sales-driven, and tech-savvy with a strong understanding of social media trends, content creation, and customer engagement strategies.

Key Responsibilities

- Manage and grow the company's social media presence across Instagram, TikTok, WhatsApp, and other platforms.
- Create and schedule engaging content (images, videos, captions, reels) aligned with the brand voice.
- Respond promptly to DMs, comments, and online inquiries to convert leads into sales.
- Monitor daily online orders, follow-ups, and customer feedback.
- Run basic promotional campaigns and track performance using analytics.
- Collaborate with the kitchen and service team to promote daily specials, events, or new offerings.
- Support influencer outreach and online community building.
- Maintain digital records of customer orders, feedback, and marketing insights.

Requirements

- OND/NCE/HND/BSc in any discipline (Marketing, Mass

Comm., or related fields is an advantage).

- Previous experience in social media management or digital sales is highly desirable.
- Proficient in Instagram, Canva, TikTok, WhatsApp Business, and other social tools.
- Excellent written communication and content creation skills.
- Strong understanding of social media trends and audience engagement.
- Goal-oriented, organized, and responsive to time-sensitive interactions.
- Friendly, professional, and passionate about food and customer service.

How to Apply

- Interested candidate should send their CVs to hr@globalclique.net
- Use the job title as the subject of the mail.
- Only shortlisted candidates will be contacted.

VACANCY FOR THE POST OF OPERATIONS MANAGER IN IKOTA LEKKI, LAGOS

Our Profile

We are a thriving culinary brand based in Lekki, Lagos, delivering exceptional food experiences through our diverse

menu and top-tier customer service. As we continue to grow, we are committed to strengthening our operations and streamlining service delivery.

To support this vision, we are seeking a competent and driven **Operations Manager** who will oversee daily business activities, manage resources efficiently, and ensure smooth restaurant operations.

Role Overview

The ideal candidate will lead and coordinate all aspects of our operational strategy—ranging from inventory management, staff coordination, quality control, and customer satisfaction—to achieve sustainable business growth.

Key Responsibilities

- Supervise and manage daily restaurant operations across all departments.
- Develop and implement operational systems, processes, and best practices.
- Lead, train, and motivate staff to ensure top performance and adherence to standards.
- Monitor inventory levels, procurement, and supply chain coordination.
- Analyze and improve organizational efficiency through regular reporting and evaluation.
- Resolve customer complaints and implement service recovery strategies.
- Ensure compliance with food safety, hygiene, and company regulations.
- Collaborate with management on budget planning, cost control, and revenue optimization.
- Schedule and coordinate team meetings, shift rotations,

and performance reviews.

Requirements

- Minimum of HND/B.Sc. in Business Administration, Hospitality Management, or a related field.
- 3+ years of experience in a similar operational role (preferably in the food or hospitality industry).
- Strong leadership, organizational, and multitasking skills.
- Proficiency in Microsoft Office and operational management tools.
- Excellent interpersonal and problem-solving skills.
- Ability to make quick decisions and handle pressure in a fast-paced environment.
- A results-driven and proactive personality with a commitment to excellence.

How to Apply

- Interested candidate should send their CVs to hr@globalclique.net
- Use the job title as the subject of the mail.
- Only shortlisted candidates will be contacted.

VACANCY FOR THE POST OF

LOGISTICS MANAGER IN IKOTA LEKKI, LAGOS

Our Profile

We are a thriving culinary brand in Lagos, offering premium meals crafted with quality, innovation, and impeccable service. Strategically located in Lekki, we're known for excellence in food delivery, dine-in experience, and customer satisfaction.

As we continue to grow and expand our operations, we are in need of a **Logistics Manager** to oversee and optimize our supply chain and delivery systems, ensuring timely, cost-effective, and high-quality movement of goods and services.

Role Overview

The ideal candidate will manage and coordinate the daily logistics activities, including procurement, inventory management, distribution, and delivery processes. You will ensure efficiency across the entire logistics workflow—from vendor sourcing to final delivery.

Key Responsibilities

- Plan, coordinate, and monitor logistics operations including supply chain, inventory, warehousing, transportation, and delivery.
- Supervise a team of logistics staff including riders and delivery personnel.
- Evaluate, track, and report on delivery timelines, inventory usage, and stock levels.
- Maintain relationships with vendors, negotiate pricing,

and ensure supply consistency.

- Implement best practices in logistics to reduce cost and improve efficiency.
- Ensure timely and accurate deliveries to customers and store locations.
- Oversee fleet maintenance and routing of delivery vehicles/riders.
- Enforce safety and compliance standards across logistics activities.
- Work with internal teams to forecast needs and align logistics strategy with business goals.

Requirements

- Bachelor's Degree or HND in Logistics, Supply Chain Management, Business Administration, or a related field.
- Minimum of 2–3 years' experience in a logistics, operations, or supply chain role (experience in the food & beverage industry is a strong advantage).
- Strong understanding of supply chain processes and inventory control.
- Excellent organizational and problem-solving skills.
- Proficiency with Microsoft Office tools and logistics software.
- Strong communication and negotiation abilities.
- Ability to lead a team and work under pressure in a fast-paced environment.

How to Apply

- Interested candidate should send their CVs to hr@globalclique.net
- Use the job title as the subject of the mail.
- Only shortlisted candidates will be contacted.

