



Partnerships Intern

About The LOWE Group:

We are a mission-centric, innovative property management company that transforms vacant properties into affordable homes for London and the South East's young professionals, key workers and creatives.

We deliver both social value to the community and an alternative form of security to landlords, managing over 750 residents across 150 properties. As a profitable business that has grown organically since inception, we take a long-term approach to growth and focus on building a stable, sustainable company for both our team and our partners.

www.thelowegroupltd.com

Location: London. Office-based (No remote working options)

Salary: £100/day (invoiced on a monthly basis)

Reporting to: Tim Hudson, Head of Partnerships

We are looking for a customer-focused, commercially minded intern to join our Partnerships team.

In this role, you will be responsible for improving customer experience and assisting in driving growth.

This is an opportunity to gain experience in a fast-paced, growing company that delivers meaningful impact and learn from our Head of Partnerships about what it takes to constantly improve customer relations.

As an intern in the Partnerships team, you will learn how to:

- Provide proactive support for our clients
- Draft client reports and collate data through liaison with internal teams
- Identifying new business opportunities to drive expansion and revenue growth
- Support with caretaker administration, scheduling and communication to ensure smooth operational delivery.
- Assist with business rate mitigation management and maintain accurate records
- Assist with the creation of proposals, terms of engagement
- Manage our Client Portal
- Manage access requests
- Utilise and maintain the HubSpot CRM system, ensuring accurate data entry, monitoring and regular reporting
- Co-ordinate property handbacks with clients and assist with the off-boarding process

This role is the perfect match for you, if you:

- Have an active interest for working in the Real Estate industry
- Are a self-motivated individual who is willing to push themselves to achieve results
- Excellent customer service, communication and organisational skills (CRM experience preferable but not essential)
- Naturally create warm, positive customer experiences, communicating clearly and confidently over the phone and in person.
- Comfortable working in a dynamic, evolving and target driven environment



- Positive, outgoing and enthusiastic to do a high-quality job at all times
- Forward thinking with a strong and confident personality

Benefits:

- Progression opportunities with the potential for full time employment
- Refer-a-site bonus
- Regular team activities

Right to work in the UK:

Unfortunately, we are currently unable to sponsor work visas. Only applicants legally authorised to work in the UK will be considered.

How to apply:

If you are interested in applying, please send your CV to: tim.h@thelowegroupltd.com