

## **Senior Property Representative, JFK International Airport**

The Port Authority of New York and New Jersey is a bistate public agency responsible for promoting transportation and commerce, operating some of the busiest and most important construction projects and transportation links in the region including bridges, tunnels, bus terminals, airports, PATH, AirTrain systems, and the NY/NJ seaport. The Aviation Department is currently seeking a Senior Property Representative for JFK International Airport.

John F. Kennedy International Airport (JFK) is part of the Port Authority's airport system together with Newark Liberty International Airport, LaGuardia Airport, Teterboro Airport and our newest acquisition Stewart International Airport.

### **RESPONSIBILITIES:**

Under the direction of the Manager, Properties and Commercial Development at JFK, the selected candidate will be responsible for addressing the leasing/disposition of vacant facilities at JFK in terms of realizing renewed revenue opportunities for existing facilities as well as developing a strategy to demolish functionally obsolete facilities; serving as a lead negotiator with full responsibility and accountability for negotiations with major tenants at JFK, including conducting complex real estate negotiations with airport tenants, airlines, and airline partners, and continue the management and administration of the resulting agreements. In addition, the selected candidate will be preparing business proposals for Port Authority Board and executive management approval in order to enter into agreements involving, among other things, tenant investment and competitive fee structures. Other duties include working with the newly developed SAP Real Estate Module; working with Aviation Department Staff to facilitate the review of proposed construction, conformance with policy, standards and appropriate use of space; developing strategies to implement business policy; establishing mutually beneficial relationships with airlines, developers, and other airport tenants and off airport businesses and industry contacts; and coordinating all aspects of tenant negotiations with other PA staff departments.

### **QUALIFICATIONS:**

- § Bachelor's Degree from an accredited college or university with a major in Business Administration or a related field.
- § 3-5 years demonstrated experience in developing and conducting lease negotiations.
- § Previous experience performing financial analysis related to real estate transactions.
- § Demonstrated experience in effectively dealing with organizational policies and procedures as they relate to obtaining approval for business proposals and a working knowledge of the RFP process.

- § Experience in developing new revenue strategies particularly for the airports.
- § Excellent decision making, problem solving and conflict resolution, project management, verbal and written communication skills.
- § The ability to establish plans, set priorities, coordinate activities, delegate tasks and responsibilities, and manage resources to achieve goals.

**DESIRABLE:**

- § Completion of a real estate broker/salesperson's license or credits towards a broker/salesperson's license.
- § Experience in related aspects of airport/airline management (i.e. operations, customer service, finance, cargo, etc.)
- § Knowledge of SAP – "Flexible Real Estate Module"

***NOTE: Successful candidate must be able to pass the fingerprint based Criminal History Record Check as mandated by 49 CFR 1542 and required to obtain and maintain Security Identification Display Area (SIDA) Card and airfield driving privileges.***

**Application Process:**

The Port Authority offers a competitive salary and outstanding benefits package and a professional environment that supports development and recognizes achievement.

Interested applicants can apply directly online to this position by visiting [www.JoinThePortAuthority.com](http://www.JoinThePortAuthority.com). Follow the instructions to view Job Postings and type "8083" in the keyword search box.

Only applicants under consideration will be contacted.

Equal Opportunity Employer