

Peter Benfield

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Skills Profile

- Proven Estate Management skills and experience
- Managed successful Acquisition and Disposal programmes
- Solid Lease Advisory knowledge
- Current hands-on experience of reviews, renewals and lease restructuring
- Experience in operational Estate planning and day to day management matters
- Excellent range of contacts, nationally, in Property and Legal Professions
- French speaker, currently learning Spanish

Education

Tertiary

South Bank University **MSc. Advanced Information Technology**
Sept. '98 - June '99

Birmingham Polytechnic **BSc. Estate Management**
Oct. '85 - June '87

Leicester Polytechnic **HND Estate Management**
Oct. '83 - June '85

Secondary

Aylesbury G.S. **2 'A' levels, 10 'O' levels.**
Sep. '76 - June '82

Employment History

Current Position

F&CReit **October 2010**

Surveyor **St Katharine's Dock, London E1**

A temporary role assisting the Property Manager and Asset Manager on site at St Katharine's Dock.

- Multi-let mixed use scheme
- Involvement with Asset management initiatives and day to day management matters,
- handling legal process for new lettings,
- brought all records up to date and ensured that all existing and new car park letting agreements are current and outside L&T Act.

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- Managing all applications for licence for underletting /assignment and works.
- Close liaison with Facility Managers

Previous Employment

Scope/Real Estate Consultancy

July 08 – April 10

Employed by Scope but then subsequently transferred to REC following outsourcing of Property Management contract in April 09

REC job title Portfolio Manager

Clients Scope, Age UK & Princess Alice Hospice

Responsibilities

- Lease advisory role for clients. Rent reviews, lease renewal negotiations. Renegotiated 10 leases following service of break notices, achieved annual savings of £150000.
- Day to day management issues, service charge analysis.
- Liaison with client Directors and operational staff.
- Co-ordinated dilapidation programme

Scope job title Estates Manager

Responsibilities

- Management of 260 unit retail estate.
- Provided advice to enable closure of several loss making stores where leases had expired, saving £100000 pa rent.
- Established proper record & reporting system.
- Oversaw rent review and lease renewal programme, dealing with outside practitioners & handling some personally.
- Established first Service Charge analysis programme
- Budgeting.
- Managed two staff.

Allied Carpets Estates Manager February 2007- July 2008

Responsibilities

- Service Charge & insurance analysis,
- Day to day management matters - dealing with Managing Agents, attending Tenant meetings & PMA meetings.
- Involvement on acquisition & disposals & company asset management programme.
- Sub-Tenant portfolio, rates management

Oddbins Ltd Estates Manager October 2000- January 2007

Responsibilities

- Overall responsibility for Management of 240 shop estate.
- Prime responsibility for acquisition & disposal programme.
- Rent reviews and lease renewals – managing external agents, plus conducting/overseeing reviews in-house.

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- Key role in acquisition of large chain of Off Licences. Due diligence, inspections & advice to Directors. Achieved reduction in purchase price, provided advice leading to fewer shops being acquired. Effective savings in excess of £500000.
- Management of dilapidation process.
- Overseeing management of sublet estate.
- Direct working relationship with Managing Director, Financial Director & key operational staff.
- Responsibility for employment & management of small team.
- Budgeting.

Other Employment pre 2000

Strutt & Parker
BRPB
Direct Property Marketing
Lawson & Daughters
Pelham Hotel

Graduate/Assistant Surveyor
Graduate Surveyor
Show Suite Marketing Consultant
Sales Negotiator
Concierge

Interests

Cycling, Golf, Photography, Cooking,
Football & Cricket.