

# Job Vacancy: Estate Surveyor – Oniru Estate, Victoria Island Extension, Lagos

## About the Company

Our Company is a reputable firm of Estate Surveyors and Valuers, committed to delivering excellence in property valuation, estate management, agency, and real estate advisory services. With a client base spanning residential, commercial, and high-value real estate markets, we uphold professionalism, integrity, and innovation in all our engagements.

## Job Brief

We are looking for a competent and motivated Estate Surveyor to join our team in Oniru Estate, Victoria Island Extension. The ideal candidate will be responsible for valuations, property management, agency, inspections, client relations, and advisory services, while ensuring compliance with professional standards and company objectives.

This is an excellent opportunity for a professional surveyor with strong analytical and interpersonal skills to thrive in a fast-paced, high-value property environment.

## Key Responsibilities

- Conduct property valuation and prepare accurate valuation reports in line with industry standards.
- Manage residential and commercial properties within the portfolio, ensuring tenant satisfaction and profitability.
- Market and lease properties, including handling inspections, negotiations, and closing deals.
- Maintain strong client relationships by providing professional advice on real estate investments and market

trends.

- Ensure compliance with regulatory requirements and professional codes of practice.
- Prepare and submit timely management, agency, and valuation reports.
- Support the Principal Partner/Managing Surveyor in day-to-day operations.

#### Requirements

- B.Sc. / HND in Estate Management from a recognized institution.
- Membership of NIESV and registration with ESVARBON (or in advanced stages of registration) is highly desirable.
- 2–4 years' proven post-NYSC experience in estate surveying and valuation.
- Strong knowledge of Lagos property market, especially Victoria Island and Lekki axis.
- Excellent communication, negotiation, and client management skills.
- Proficiency in Microsoft Office Suite and property management software.
- Ability to work independently and meet deadlines.

#### Compensation & Benefits

- Competitive salary package.
- Performance-based incentives.
- Professional growth and training opportunities.
- Exposure to prime property markets in Lagos.

#### How to Apply

Interested and qualified candidates should send their CV to: [hr@globalclique.net](mailto:hr@globalclique.net) with the Subject Line: "Estate Surveyor in Oniru Estate, Lagos"

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# **Job Vacancy: Content Creator & Digital Marketer – Lekki, Lagos**

## About the Company

Our Company is a forward-thinking real estate company dedicated to delivering quality housing solutions and exceptional investment opportunities in Nigeria. With a strong presence in the Lekki and Lagos Island property markets, we are committed to innovation, client satisfaction, and excellence in property development, sales, and marketing.

## Job Brief

We are seeking a creative and versatile Content Creator & Digital Marketer to join our marketing team. The ideal candidate will be responsible for creating engaging content, managing our digital platforms, and executing online marketing campaigns that drive visibility, brand growth, and lead generation.

This role requires a mix of creativity, analytical thinking, and digital marketing expertise to help position our company as a top choice in the real estate sector.

## Key Responsibilities

- Develop, plan, and execute content strategies across social media, website, and digital channels.
- Create engaging content including graphics, videos, captions, blog posts, and newsletters to promote real estate

products and services.

- Manage and grow the company's social media platforms (Instagram, Facebook, LinkedIn, Twitter, TikTok, YouTube, etc.).
- Run digital ad campaigns (Facebook Ads, Google Ads, Instagram Ads) to generate quality leads.
- Monitor, analyze, and report on digital campaign performance using analytics tools.
- Stay updated on digital trends, social media best practices, and competitor strategies.
- Collaborate with the sales team to align content and campaigns with business objectives.

#### Requirements

- B.Sc. / HND in Marketing, Mass Communication, Digital Media, or related field.
- 2–3 years' proven experience as a Content Creator, Digital Marketer, or similar role (real estate experience is an advantage).
- Strong skills in content writing, graphic design (Canva, Photoshop, CorelDraw), and video editing (CapCut, Adobe Premiere, etc.).
- Proficiency in managing paid ad campaigns on Facebook, Instagram, Google, and LinkedIn.
- Strong knowledge of SEO, SEM, and social media algorithms.
- Excellent communication and storytelling skills.
- Self-driven, creative, and able to meet deadlines with minimal supervision.

#### Compensation & Benefits

- Competitive salary package.
- Performance bonuses tied to campaign results and lead conversions.
- Growth opportunities within the real estate marketing space.
- Exposure to high-value property markets in Lagos.

#### How to Apply

Interested and qualified candidates should send their CV to

hr@globalclique.net with the Subject Line: "Content Creator & Digital Marketer"

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# **Vacancy: Field Sales / Marketing Associate (Remote) – Lagos**

## **Job Information**

We are seeking a proactive and results-driven Field Sales / Marketing Associate to join our team. This role is focused on promoting and marketing paint and cleaning products to estates, residential communities, and property developments across prime neighborhoods in Lagos.

The ideal candidate will be confident, persuasive, and able to independently drive sales while working remotely in the field. The position requires consistent reporting of daily/weekly activities to the Head Office via electronic channels, with clear sales targets and performance metrics to be achieved.

## **Key Responsibilities**

- Market and promote company products (paint and cleaning solutions) to estates, residential properties, and prime neighborhoods in Lagos.
- Build and maintain strong customer relationships with property managers, developers, and estate representatives.
- Achieve weekly and monthly sales targets as assigned.
- Submit timely and accurate sales reports and updates electronically to the Head Office.
- Conduct market research to identify potential clients,

opportunities, and competitive trends.

- Represent the company professionally in all interactions with prospects and customers.

#### Requirements

- Minimum HND / B.Sc. in Marketing, Business, or related field (experience in sales may substitute).
- 1–3 years' proven experience in sales, marketing, or field operations (FMCG, paints, cleaning, or building products preferred).
- Strong interpersonal and communication skills.
- Self-motivated, target-driven, and able to work with minimal supervision.
- Familiarity with Lagos prime neighborhoods and estates is an added advantage.
- Proficiency with smartphones and electronic reporting tools.

#### Compensation & Benefits

- Competitive base salary.
- Attractive commission on sales achieved.
- Performance bonuses tied to targets.
- Career growth opportunities.

#### How to Apply

Interested and qualified candidates should send their CV to [hr@globalclique.net](mailto:hr@globalclique.net) with the Subject Line: "Field Sales / Marketing Associate (Remote)"

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## VACANCY FOR THE POSITION OF

# REAL ESTATE SALES EXECUTIVE IN AJAH, LAGOS

## About the Company

We are a forward-thinking real estate firm specializing in property sales, leasing, management, and valuation. We are committed to delivering accurate and professional real estate solutions to our clients while upholding the highest standards of integrity and excellence.

## Job Summary

We are seeking a result-driven **Real Estate Sales Executive** to identify new business opportunities, close property deals, and build long-term relationships with clients. The ideal candidate must have strong sales and negotiation skills, a good understanding of the local property market, and the ability to work under minimal supervision while meeting sales targets.

## Key Responsibilities

- Promote and sell the company's properties to potential clients.
- Identify, develop, and maintain relationships with new and existing customers.
- Conduct property viewings and provide accurate property details to clients.
- Negotiate sales agreements and ensure legal requirements are met.
- Achieve and exceed monthly sales targets.
- Stay updated on market trends, competitors, and property values.
- Maintain a database of prospective clients and follow up consistently.

## **Requirements & Qualifications**

- OND/HND/B.Sc. in Marketing, Estate Management, or a related field.
- Minimum of 5 years' proven experience in real estate sales or a related sales role.
- Excellent communication, presentation, and negotiation skills.
- Self-motivated and target-oriented.
- Proficiency in Microsoft Office and CRM tools.
- Good knowledge of the Lekki/Ajah Lagos real estate market is an advantage.

## **Benefits**

- Attractive commissions on sales in addition to basic pay.
- Career growth opportunities.
- Professional development and training.
- Conducive working environment.

## **Application Method:**

Interested and qualified candidates should send their CV to [globalcliquehr@gmail.com](mailto:globalcliquehr@gmail.com) with the subject line: “ **Real Estate Sales Executive**”

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# **VACANCY FOR THE POSITION OF REAL ESTATE VALUER IN AJAH, LAGOS**

## **About the Company**

We are a forward-thinking real estate firm specializing in



property sales, leasing, management, and valuation. We are committed to delivering accurate and professional real estate solutions to our clients while upholding the highest standards of integrity and excellence.

## **Job Summary**

We are seeking an experienced **Real Estate Valuer** to carry out accurate property valuations, prepare detailed valuation reports, and provide professional advice on property values for various purposes, including sales, purchases, mortgage, insurance, and investments. The ideal candidate must possess strong analytical skills, a deep understanding of the local property market, and sound knowledge of valuation methods.

## **Key Responsibilities**

- Conduct detailed inspections and assessments of properties.
- Research and analyze property market trends and comparable sales data.
- Prepare and present comprehensive valuation reports.
- Provide valuation services for various purposes (sales, mortgage, insurance, taxation, etc.).
- Liaise with clients, property owners, and industry stakeholders.
- Maintain updated knowledge of property laws, regulations, and valuation standards.

## **Requirements & Qualifications**

- HND/ B.Sc. in Estate Management or related field.
- Minimum of 5 years' proven experience as a Real Estate Valuer.

- Membership with the Nigerian Institution of Estate Surveyors and Valuers (NIESV) is an added advantage.
- Strong analytical, negotiation, and communication skills.
- Proficiency in Microsoft Office and valuation software tools.
- Excellent knowledge of the local real estate market.

## **Benefits**

- Competitive salary and performance incentives.
- Career growth opportunities.
- Professional development and training.
- Conducive working environment.

## **HOW TO APPLY:**

Interested and qualified candidates should send their CV to [globalcliquehr@gmail.com](mailto:globalcliquehr@gmail.com) with the subject line: **“Real Estate Valuer”**

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# **JOB VACANCY: EXPERIENCED ADMINISTRATIVE EXECUTIVE / SECRETARY IN IKEJA**

## **About Us:**

We are a fast-growing interior design and décor company focused on transforming residential and commercial spaces into

stunning and functional environments. We are committed to creativity, quality, and exceptional client service.

**Job Summary:**

We are in search of a highly organized and proactive **Administrative Executive / Secretary** to support the smooth operation of our office. The ideal candidate must be experienced, detail-oriented, and able to multitask efficiently in a dynamic work environment.

**Key Responsibilities:**

- Handle general administrative duties including answering calls, responding to emails, and managing appointments.
- Maintain and organize files, records, and confidential documents.
- Schedule and coordinate meetings, events, and appointments.
- Draft correspondences, reports, and internal memos.
- Provide administrative support to the management team.
- Manage office supplies and oversee inventory.
- Ensure a professional and welcoming office environment.
- Follow up on internal and external communications promptly.

**Requirements:**

- Minimum of OND/HND/B.Sc in Business Administration, Office Management, or related fields.
- Minimum of 2–3 years proven experience as an administrative officer, executive assistant, or secretary.
- Excellent communication and interpersonal skills.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook).
- Ability to work independently and handle multiple tasks simultaneously.
- Strong attention to detail and problem-solving skills.

## **Benefits:**

- Competitive salary
- Professional and friendly work environment
- Opportunity for growth and career development
- Access to industry training and learning resources
- Performance-based incentives and bonuses
- Paid public holidays and occasional staff welfare packages

## **How to Apply:**

Interested and qualified candidates should send their CV to **globalcliquehr@gmail.com** with the subject line: **"Administrative Executive "**

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# **VACANCY: IN-HOUSE DESIGN/PROJECT ARCHITECT IN LAGOS**

## **About the Company**

We are a forward-thinking design and architectural firm committed to creating sustainable, innovative, and context-driven spaces. Our firm specializes in residential, commercial, and mixed-use developments, focusing on aesthetics, functionality, and environmental consciousness. To support our expanding project portfolio, we are recruiting an experienced and design-savvy **In-House Design/Project Architect** for our Lagos office.

## **Role Summary**

The successful candidate will lead and coordinate architectural design projects from concept through

construction. This role requires strong design skills, technical expertise, and project leadership to ensure delivery of high-quality, client-approved designs.

### **Key Responsibilities**

- Develop and translate concepts into detailed architectural drawings using AutoCAD, Revit, SketchUp, Lumion, and related tools.
- Lead design teams and manage projects from design development to construction documentation.
- Collaborate with consultants (MEP, structural engineers, etc.) for coordinated project delivery.
- Prepare, present, and revise design proposals in line with client expectations.
- Ensure all designs comply with industry codes and local regulations.
- Conduct site visits, oversee project execution, and ensure design fidelity on-site.
- Prepare project reports, schedules, and maintain proper documentation.

### **Requirements**

- B.Sc. or M.Sc. in Architecture from a recognized institution.
- 4–6 years post-NYSC experience in architectural design and site coordination.
- Proficient in design and visualization software: AutoCAD, Revit, SketchUp, Lumion, Adobe Suite.
- Strong technical drawing and creative design skills.
- Ability to manage multiple projects and meet deadlines.
- Excellent communication and team coordination abilities.
- Membership with ARCON or NIA (or in progress) is an added advantage.

### **Benefits**

- Work on innovative and high-impact design projects.

- Career growth opportunities within a progressive firm.
- Attractive and performance-based compensation.
- Access to architectural resources and learning tools.
- Supportive, collaborative work culture.

### **How to Apply**

Qualified candidates should send their **CV and design portfolio (PDF format only)** to **hr@globalclique.net**

**Email Subject Line:** *"Application – In-House Design/Project Architect"*

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# **JOB VACANCY: LIVE-IN NANNY (LEKKI, LAGOS)**

### **Our Client's Need:**

A private individual based in Lekki, Lagos is urgently in need of a responsible, warm, and experienced **Nanny** to provide attentive care to her child(ren) in a safe and nurturing environment.

### **Key Responsibilities:**

- Provide daily care and supervision for the child(ren)
- Maintain a clean and hygienic environment for the child(ren)
- Prepare meals and assist with feeding
- Ensure timely naps, bathing, and bedtime routines
- Engage the child(ren) in age-appropriate learning and play activities
- Communicate regularly with the employer regarding the child's needs and development
- Light housekeeping related to child care (laundry, toy organization, etc.)

## Requirements:

- Minimum of **2 years' experience** as a Nanny or Childcare Provider
- Must be **female** and preferably **aged 25–45**
- Must love children, be patient, dependable, and respectful
- Must be able to read and communicate clearly in English
- Prior experience with infants or toddlers is a strong advantage
- Willingness to live-in (accommodation and feeding will be provided)
- Must be **based in Lagos** or willing to relocate to Lekki

## Work Schedule:

- Live-in preferred (with time off agreed upon)
- Full-Time (including weekends with scheduled rest periods)

## How to Apply:

Interested candidates should send their **full name, age, location, and relevant experience** via:

☐ **WhatsApp:** 07047009990

☐ **Email:** globalcliquehr@gmail.com

**Subject Line:** *"Application for Nanny Role"*

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**VACANCY FOR THE POST OF  
CONTENT CREATOR / SOCIAL**

# MEDIA MANAGER IN LEKKI, LAGOS

## Our Profile

We are a reputable real estate investment company, duly registered and regulated by the laws of the Federal Republic of Nigeria. As part of our continued commitment to operational excellence and professional growth, the management has identified the need to recruit passionate and experienced talents to join our growing team.

## Role Overview

We are hiring a **Content Creator / Social Media Manager** with a passion for real estate and storytelling. The ideal candidate will take ownership of our digital voice, creating engaging content that drives brand visibility, generates leads, and highlights our property listings across multiple platforms.

## Key Responsibilities

- Develop and implement strategic social media campaigns tailored to real estate marketing
- Create engaging content including property photos, virtual tours, reels, videos, and stories
- Write persuasive property descriptions, captions, and blog posts
- Manage and grow our presence on Instagram, Facebook, TikTok, LinkedIn, and real estate directories
- Track and analyze engagement metrics to optimize content effectiveness
- Respond to comments, DMs, and inquiries across social platforms
- Stay current with real estate marketing trends,



hashtags, and platform updates

- Collaborate with the sales and listings team for timely and accurate content

## Requirements

- 1–2 years' experience in content creation, digital marketing, or real estate branding
- Proficiency in design tools like **Canva**, **Adobe Creative Suite**, or similar platforms
- Strong communication and storytelling skills, both written and visual
- Basic understanding of SEO, social media algorithms, and real estate platforms (e.g., PropertyPro, Realtors.ng)
- Self-motivated, detail-oriented, and capable of meeting deadlines
- Strong organizational and time-management skills

## Employee Benefits

- Competitive salary
- Hybrid work flexibility (3 on-site days)
- Hands-on real estate industry experience
- Creative freedom and access to visual production tools
- Career growth opportunities in digital marketing
- Supportive team culture and work environment
- Recognition for content performance and results

## How to Apply

Interested and qualified candidates should send their CV and a portfolio of past content work to **globalcliquehr@gmail.com** with the subject line: **"Content Creator / Social Media Manager"**

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# VACANCY FOR THE POST OF REAL ESTATE SALES EXECUTIVE IN LEKKI, LAGOS

## Our Profile

We are a reputable real estate investment company, duly registered and regulated by the laws of the Federal Republic of Nigeria. As part of our continued commitment to operational excellence and professional growth, the management has identified the need to recruit passionate and experienced talents to join our growing team.

## Role Overview

We are seeking a result-driven **Real Estate Sales Executive** to join our team. This role is ideal for individuals with a strong sales mindset, excellent interpersonal skills, and a deep interest in real estate. The ideal candidate will be responsible for generating leads, marketing properties, building client relationships, and closing sales deals.

## Key Responsibilities

- Identify and engage potential property buyers, renters, and investors
- Conduct property showings, presentations, and

negotiations

- Build and maintain strong relationships with clients and real estate partners
- Promote properties via both digital platforms and offline strategies
- Meet and exceed weekly/monthly sales targets
- Provide insights and regular updates on client needs and market trends
- Collaborate with marketing and listing teams to ensure optimal property visibility

## **Requirements**

- HND/BSc in Business, Marketing, or a related field (Real estate certifications are an advantage)
- Minimum of 2–3 years proven experience in real estate sales or B2C/B2B sales
- Excellent communication, negotiation, and interpersonal skills
- Strong presentation and client relationship management capabilities
- Target-driven, self-motivated, and results-oriented
- Knowledge of the Lagos real estate market is a strong advantage

## **Employee Benefits**

- Competitive salary and performance-based incentives
- Professional development and sales training opportunities
- Career growth within a reputable and expanding real estate company
- Access to high-quality property listings and marketing resources
- Supportive and dynamic team environment

- Monthly bonuses for top-performing staff
- Field logistics support and technology tools
- Recognition and reward for excellence

### **How to Apply**

Interested and qualified candidates should forward their CV to **globalcliquehr@gmail.com** with the subject line: **“Real Estate Sales Executive”**.