



PRODUCT MANAGER – UK/SPAIN

We are looking for a Product Manager to join our niche travel agent offering hand-picked luxury private villa rentals in Spain.

A creative and well-travelled candidate is sought, with a natural passion for Spain, to help shape the future of the Collection. You will be listing fabulous new properties throughout Spain and working with existing villas to maintain the high standards that our clients have come to expect.

You can be based either in Spain or working out of our friendly office in a scenic Yorkshire market town - but be prepared to travel, as we have lots to do!

This is a role for someone looking to join a young, boutique agency, which has a bright future and is in a phase of growth. There are opportunities to learn all aspects of the business and progress with the company.

DUTIES INCLUDE (BUT ARE NOT LIMITED TO):

- Inviting and reviewing new villa applications, shortlisting properties based on company goals
- Visiting and vetting potential villas, completing follow up reports
- Negotiating prices and terms with suppliers before securing contracts
- Working closely with suppliers to maintain the highest standards and troubleshooting any negative feedback from clients or resort teams
- Writing creative descriptions and factsheets for marketing & reservations teams
- Briefing photo shoots to capture the 'wow factor' of each property or experience
- Conducting annual product reviews to keep the collection fresh
- Maintain accurate SOPs and guidelines covering the department's key tasks.
- Capture content for Social Media channels when visiting villas and destinations
- Work closely with the Product Assistant to ensure CRM and website 100% accurate at all times

REQUIRED SKILLS

- Ideally, you will have experience in a Product- or Quality Management role in within luxury travel, with an understanding of agency contracts & legal issues
- You have a natural love of Spain, with excellent geographical knowledge and an insight into the locations most sought by luxury travellers

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Company 07937358



- You'll know your IKEA from your Roche Bobois, and might consider yourself a bit of an art & antiques buff to boot!
- Your excellent people skills and life experience mean you are comfortable dealing with UHNW villa owners to negotiate contractual terms and address quality issues to a resolution
- You feel comfortable working alone and managing own workload to meet targets
- Mac computing, Microsoft Word & advance knowledge of Excel is essential
- You can learn new software & processes quickly, capable of accurately loading data onto websites or CRM systems
- Highly numerical and literate, fluent English, preferably also speaking Spanish
- You have bags of creativity and a visionary, yet analytical brain – capable of pinpointing the wow-factor of a place and communicating this through beautifully written descriptions, while making sure everything is accurate!

REMUNERATION – IMMEDIATE START

This role offers a flexible timetable which can be full time, or reduced to suit lifestyle needs with a pro-rata adjustment in salary.

Geographically, you can be based in the UK or Spain, or a mixture of both. We have a small, relaxed office in a rural market town in South Yorkshire accessible by bus and train, with a nice selection of shops and cafes on the doorstep.

Frequent travel is required throughout Spain, often at short notice, with accommodation and expenses covered.

Competitive salary depending on experience, full-time hours Monday to Friday, plus twice-yearly bonus and excellent benefits package to help you enjoy the work-life balance you deserve

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