

Your property is our priority

Meet ARC – a trusted name in
Facilities Management since 2012



ARC
PROPERTY SERVICES

The ARC advantage

ARC Property Services is a high-quality boutique Facilities and Building Management company that aims to protect stakeholders' investments at every turn.

Founded in 2012, ARC provides a wealth of experience in multi-level, high-density commercial and residential buildings.

From contract deals and security management to quality cleaning services and garden maintenance, we manage it all. With care, precision and diligence.

With ARC on your side, you can expect:

A financial focus

We monitor all contracts and changing legislation – ensuring the highest value liability-free investment for all stakeholders.

A logical long-term view

Beyond your current needs, we consider the long-term value of your property and investments – including budgets and future spending.

Close communication

Whether it's residents and owners or sub-contractors and visitors, we keep everyone in the loop with our approachable and clear two-way communication.

Multi-level masters

Larger buildings mean more residents, more facilities and more complex operations – calling for specialised multi-level management.

Rapid 24/7 response

No issue will be put on the back burner. In fact, we can fix many problems on the phone in under five minutes.



About our founder, Alan Carlin

Alan Carlin is the founding director of ARC Property Services.

As a fully qualified Facilities Manager, Alan has been managing some of Melbourne's largest buildings since 2002.

With a background in military management, Alan knows how to lead a large number of people and conduct many operations at once. No property is too big or complex for Alan.

Our suite of services

Your property is more than just a building. It's an entity within itself – with many cogs moving at once. So what cogs will ARC cover?

Cleaning

We manage all dealings with the contracted cleaning company – including insurance, schedules and scope of work.

We also ensure that cleaning is carried out to the highest standard throughout your property.

Security

We ensure your building's security staff make consistent checks on both internal and external areas of your property.

They will look out for damage, evidence of break in and above all, be a security presence for everyone onsite.

Office

It's our duty to manage your building's day-to-day operations, administrative tasks and staff.

Whether it's stakeholder requests, feedback on maintenance or reports and records, we keep everything in order – and everyone in the know.

Maintenance

From gardening to rubbish collection, we ensure all your building's maintenance activities are running smoothly and to a high standard.

We also supervise all contractors onsite to make sure this high standard is consistently met – and your investment is well-protected.

A good word from Queen's Domain

Queen's Domain is a premium residential address in Melbourne. The building has 232 rooms on 20 floors with a gym, pool, rooftop garden and lounge.

ARC has had the pleasure of working as the property's Building and Facilities Manager – for four years running.

"The ARC team has the rare ability to just 'make things happen'. They deal with issues quickly and with minimum fuss, always putting our residents' needs first.

They also always listen and take notice. And if they don't agree or think differently, they can always articulate their reasoning – and are usually correct."

**Geoff Stops, Chairman Owners Corporation
Queens Domain**



Want everything under your roof, under control?

Then it's time you leave your
property – and everything
under it – in the safe and
expert hands of ARC.

**Call Alan on
0417 420 370**

