

# Professional Property Management Solutions

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Legacy Stewardship. Modern Performance.



# Our Story

## The Roots of Trust (1964)

In 1964, as a young Kenya was finding its stride, a small agency was born with a singular focus: to treat every property as if it were our own. Operating for decades as **Westlands Estate Agency**, we didn't just witness the growth of Nairobi; we helped manage it. We were there when the first foundations of Westlands were poured, and we remained a steady hand through every market shift for over 60 years under a few name changes but one trusted brand Sema Estate Agents.

Semak provides a full range of real estate services including:



Tenant Sourcing  
& Screening



Rent  
collection



Lease  
administration



Property  
inspections



Maintenance  
coordination



Financial  
reporting

## The Headache: All Real Estate Investors have 4 major concerns

- Maximizing earnings while minimizing expenses
- Guaranteed rent collection systems and payables disbursement
- Up-to-date reporting and complete financial accountability
- Regular and comprehensive real estate maintenance

## The Answer

Take the headaches of property management away by hiring the experts, then sit back and enjoy your well deserved profits!



### **Institutional-Grade Financial Transparency:**

Stop wondering where your rent is. Our professional financial management software provides audit-ready transparency, ensuring every cent is accounted for and every report is delivered on time.

### **The "Owner-First" Maintenance Strategy:**

We protect your capital appreciation through rigorous, scheduled inspections and a vetted network of contractors. We don't just fix problems; we prevent them from devaluing your asset.

### **Fully Licensed & Compliant:**

Your investment is protected by a team that is fully registered with the Estate Agents Registration Board (EARB License No. 2606). We handle the land rates, rent, and compliance so you don't have to.

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## **Our Core Values**



### **Integrity**

Honest and transparent operations



### **Client Focus**

Tailored solutions



### **Professionalism**

High service standards



### **Efficiency**

Smart systems and processes



### **Reliability**

Consistent service delivery



# Facilities Management Services

Our facilities management services ensure that estates, buildings, and compounds operate efficiently and safely.

Facilities management services covering maintenance, janitorial services, security, waste management, and HVAC operations.

## Hard Facilities Management

- Structural Systems
- Mechanical Systems
- Electrical Systems

## Soft Facilities Management

- Cleaning
- Security
- Landscaping
- Catering
- Maintenance
- Staffing & Contracting
- Security & Safety
- Administration & Compliance

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# Property Management Services

Semak Property Management delivers comprehensive real estate management solutions designed to maintain property value and ensure smooth day-to-day operations.

Our services include:

## Tenant & Lease Management

- Tenant sourcing and screening
- Lease administration
- Tenant relations and communication

## Financial Management

- Rent collection and monitoring
- Transparent financial reporting
- Budget and expense management

## Property Operations

- Routine property inspections
- Maintenance coordination
- Contractor supervision

# Benefits of Professional Facilities Management

## Increased Property Value

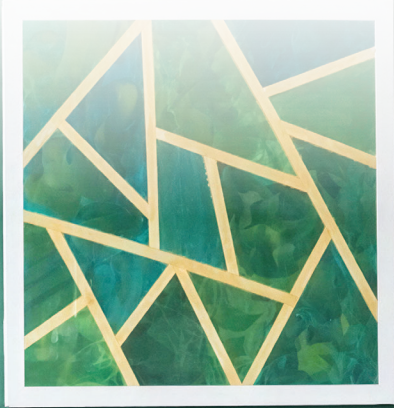
Well-managed estates attract higher resale and rental values.

## Enhanced Security

Strict access control ensures privacy and safety.

## Efficiency & Convenience

Professional management reduces stress on residents and increase their leisure time.



## Why Choose Semak?

- ✓ Proven experience
- ✓ Professional systems
- ✓ Transparent reporting
- ✓ Responsive service
- ✓ Tailored solutions
- ✓ Over 25 years of industry experience
- ✓ Strong local market knowledge
- ✓ Transparent financial systems
- ✓ Responsive management team
- ✓ Tailored solutions for every client
- ✓ Professional reporting and communication

## Clients We Serve



Property Developers



Residential & Commercial Property Owners



Property Owners Associations



Real Estate Investors

## Leadership Team

We implement structured management systems that ensure transparency, efficiency, and consistent property performance.

Aklil Kollmann



Managing Director

Holds a degree in Business Management from the Swiss Management Academy and a certificate in Property Management. With nearly three decades of experience in Kenya, she is a hands-on entrepreneur with strong expertise in business operations and dynamic markets. At Semak Properties Ltd., Aklil leads client relations and logistics, aligning client needs with practical solutions to uphold the company's commitment to quality and client satisfaction.

Marion Op het Veld



Finance Director

Brings over 25 years of senior leadership experience and serves as Executive Chairperson of a Nairobi-based organization she co-founded. Her expertise spans treasury, financial and project management, system implementation, and strategic oversight. At Semak Properties Ltd., Marion strengthens financial and managerial systems, mentors teams, and drives operational improvements to support sustainable growth.

Niketa Fazal



Operations Director

Is an accomplished marketing consultant and Nairobi real estate market expert, specializing in property sales, marketing, and management. With experience spanning since 2012, she has a proven track record of driving growth and profitability for leading real estate firms. At Semak Property Management Ltd., Niketa focuses on expansion and profitability, working directly with developers to deliver bespoke property services.



We promise to protect your investment, enhance property value, and ensure smooth day-to-day operations.

## License & Permits

License Issuing Body: EARB

Licence Number: Registration no 2606

## Some Of Our Clients

M. Khoda Investments

N.K. Brothers

Daughters of Mary

Luna Trust Registered Trustees

Catholic Diocese of Isiolo

Catholic Diocese of Garissa

Riverside Magnolia Management

Luna Villas Management

Polaris Apartments



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