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Residential Associate Salesperson Job Summary

Develop your career as a Residential Real Estate salesperson in a highly entrepreneurial environment by aiding brokers in developing business opportunities for Atlantic Properties. The primary focus of an associates salesperson at Atlantic Properties shall be assisting in the sales & leasing of Residential real estate. Business opportunities may also include introduction of potential acquisition or development opportunities for Atlantic Properties and/or its partners.

Principal Responsibilities

- Implement strategies set forth by Broker.
- Identify potential clients and conduct research to identify best ways for Atlantic Properties to assist in satisfying their needs.
- Canvass prospective Sellers, Landlords, Buyers & Tenants through a variety of approaches primarily including telephone calls, physical canvassing & the use of Social Media & Technology.
- Arrange meetings with prospective clients.
- Provide support to cross-sell other lines of business (e.g. property management, construction, consulting, etc.)
- Help build strong client relationships by delivering “best in class” services which includes providing relevant information to clients on timely bases.
- Preparation and review of all documents used throughout the sale & lease cycle.

Residential Associate Salesperson Qualifications

- Bachelor’s degree.
- Real Estate or Sales Experience.
- Experience in researching business development opportunities.

Skills required:

- Strong oral and written communication skills.
- Must have a highly professional presence, be a strong relationship builder and value an entrepreneurial environment.
- Must be analytical and a creative problem solver.
- Must be a self-starter, who is reliable, and gets things done as efficiently as possible.
- Must be great as an individual contributor as well as a team player
- Must have strong computer skills (Microsoft Office) with the ability to use best industry technology to obtain latest market research, historical information, and trends.
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