

Market Edge Realty LLC

Buyer's Agent

You know that feeling you get when you wake up knowing that you are making a difference, adding value to people's lives, and being a trusted member of an expanding team? Would you describe yourself as detailed, service oriented, thoughtful, communicative, and love technology? Well, we are looking for professional sales experts – people who can recognize opportunity, create their own path of success, and are action oriented. You can make a difference and we are looking for amazing individuals to join our growing business!

A North Phoenix based real estate brokerage has a great opportunity for you. We are looking for a real estate Buyer's Agent to build relationships and ensure the smooth process buyers deserve! The right person for this opportunity will be great at organizing lists and prioritizing tasks in a timely, efficient manner with an impeccable eye for detail while working with the seller and buyer. Hard work is rewarded financially and in other ways. Experience is important, but most importantly, you will need to exhibit passion, pride, and ownership in what you do!

Job Description:

- Main point of contact between buyer and seller, answer questions, build relationships.
- Network for new buyers.
- Compile contracts, purchase agreements, closing statements, deeds, leases, etc.
- Ensure successful closes between sellers and buyers.
- Positive sales experience.
- Negotiate offers for buyers.
- Build relationship with buyers.
- Find the right property for buyers.
- Recommend other professionals for buyers.
- Keen on the market and how to analyze trends.
- Other duties to be assigned.

Job Requirements:

- **Must have an Active Arizona Real Estate License by the first day of employment.**
- Impeccable appearance.

- Amazing attitude – cheerful and confident
- Licensed Arizona Real Estate Professional.
- Experienced in being a Buyer’s Agent.
- Exceptional communication and writing skills.
- Exceptional customer service skills – people oriented, friendly, professional.
- Time management skills and organization.
- Have a STRONG basis in working with Excel, MLS, Rently, Propertyware, Salesforce experience is strongly preferred.
- Willing to become certified in any software the company utilizes to service clients.
- Pass Background & Credit Check.
- Pass Drug Test.

Compensation:

- \$15 per hour.
- Position is W2.
- Position is Full Time.

Shift TBD upon hiring.

*****Please respond to this post by sending your resume via your personal email to HR@MarketEdgeAZ.com.**