

## Career Posting

### *DO YOU HAVE A REAL ESTATE LICENSE?*

### Leasing Agent

Did you discover that being a Realtor is not for you, but have a Real Estate license that you want to put to use? We require a licensed professional to work on our team. Emerald Management & Realty Ltd. is a property management company; one of the components of our business is to match potential tenants with living accommodations that are owned by our clients.

#### **KEY RESPONSIBILITIES:**

- Lease various styles of dwellings i.e.: houses, apartments, etc...
- Follow-up with potential tenants
- Process applications

The ideal candidate will have the following to succeed in this career:

- Property Management 1000 or Real Estate license is a must
- Be a customer oriented individual
- Be able to develop a meaningful rapport with prospective tenants
- Understand that follow-up is key to customer service
- Exceptional communication skills
- Excellent organizational skills
- The ability to structure priorities
- The ability to deliver clear and concise information
- The talent to sell solutions
- The skills to get results
- Computer knowledge
- Financial knowledge
- Be a highly motivated sales person
- Required to have a reliable vehicle

Please submit your resume [HR@emeraldmanagement.com](mailto:HR@emeraldmanagement.com) to apply for this position.

We thank all applicants for submitting resumes; only those chosen to interview will be contacted.