



AZRNR – EQUITY ARIZONA REAL ESTATE

Job Title:	Real Estate Agent	Job Category:	Contract
Department/Group:	Sales	Job Code/ Req#:	LREA1
Location:	Remote	Travel Required:	Frequent
Level/Salary Range:	Commission Based	Position Type:	Contract
HR Contact:	Rance Fladeland	Will Train Applicant(s):	Yes

Email Application To: info@aznr.com

Job Description

ROLE AND RESPONSIBILITIES

We're looking for a highly motivated Licensed Real Estate Agent interested in growing a successful customer base by generating leads, counseling clients on market conditions, developing competitive market prices, creating lists of real estate properties, and presenting purchase offers to sellers. A state license is required to be considered for this position. To be successful in this role, you will need to be in good standing with the local Realtor board and have good experience with sales. Mentoring and training will be provided for the right candidate.

Real Estate Agent Responsibilities

- Generate client leads to buy, sell, and rent property.
- Counsel clients on market conditions, prices, and mortgages.
- Develop a competitive market price by comparing properties.
- Create lists for real estate sale properties, with information location, features, square footage, etc.
- Show properties to potential buyers and renters.
- Present purchase offers to sellers.
- Facilitate negotiations between buyers and sellers.
- Review purchase contracts to ensure terms are met.
- Promote properties with ads, listings, and open houses.
- Prepare loyalty contracts, purchase agreements, rental agreements, deeds, and other documents for each real estate transaction.
- Maintain your real estate license and knowledge.

MINIMUM QUALIFICATIONS AND EDUCATION REQUIREMENTS

- Must be a licensed real estate agent.
- Must be in good standing with the local realtor board, or an inactive agent who can immediately move his/her license.
- Experience with sales.
- Strong interpersonal skills.
- Good knowledge of the local area.
- Possess a valid driver license.

Reviewed By:		Date:	
Approved By:	Rance Fladeland	Date:	7/25/2021
Last Updated By:		Date/Time:	