

Lead Buyer Agent – The Santa Sells Houses Real Estate Team

Role

The Lead Buyer Agent is an individual who is highly sociable, draws energy from working with people, and is optimistic and outgoing. He/She is an excellent leader within the organization and is able to build a cohesive team of Buyer Agents who are united in their commitment to the team's standards and to achieving the team's goals. This individual has a strong sense of urgency, but not at the expense of quality.

The Lead Buyer Agent leads the buyer side of the team by hiring, training, consulting, and holding accountable all Buyer Agents. In addition, he/she demonstrates on a daily basis the knowledge, attitudes, skills, and habits of a high-achieving buyer agent who is committed to putting clients first, to doing the right thing, and to seeking win-win agreements. The Lead Buyer Agent prospects for leads daily, closes those leads to appointments, closes for agreements, and then conducts a high-level fiduciary needs analysis.

Duties and Responsibilities

- Hire, train, consult, and hold accountable all Buyer Agents
- Prospect for buyer leads, convert leads to appointments, close for agreements, and conduct high-level fiduciary needs analyses
- Identifying homes that best meet buyer client needs, refining needs, and closing to contract offers
- Consult with clients to ensure fiduciary service of the real estate transaction from initial contact through contract to close
- Effectively negotiate, or oversee negotiations, for all buyers
- Develop expert knowledge regarding mortgage financing, neighborhoods, schools, and all homeownership issues
- Embody company culture and promote the company's mission, vision and values
- Understand the goals and aspirations of individual agents and commit to helping them in a cohesive team setting
- Recruiting high-performing sales agents
- Train new sales agents to ensure success
- Manage day-to-day performance of all sales agents

Communications/Interactions

- Lead Agent – daily
- Agent Team – daily
- Buyers/Sellers/Vendors – daily

Management Responsibilities

- Buyer Agents

Knowledge/Skills

- Excellent at building rapport
- People oriented
- Strong written and verbal communication skills
- Good organizational skills
- Learning based
- Able to build and lead a team
- Willing to learn scripts and dialogues
- High school graduate
- Licensed in the province of Ontario

- 1–3 years of industry and sales experience preferred
- 1–3 years of management experience preferred
- A track record of success