

New Home Sales Associate (Unlicensed)

We are a very successful, trend setting residential development company located in the vibrant West Shore on the southern end of Vancouver Island. Numerous lakes, beaches, provincial and urban parks dot our cityscape. We are part of a true west coast community and lifestyle.

Our phased neighborhoods offer single family homes, with or without suites, multifamily homes made up of a variety of styles, sizes and prices to meet the needs of all buyers. We are creative and somewhat daring and an industry leader in the development of diverse and inclusive communities.

Our goal as a company, is to create a large and diverse mix of residential properties supported by exceptional amenities with a vibrant City Center.

We have developed a proven sales process and have all the systems in place to support and meet the goals of our successful sales team. We are a community driven group, that works hard in a tough industry but still manages to have fun every day. You must love dealing with the public, from first visit to possession, be coachable, be a problem solver, be willing to work weekends and holidays, have an eye for detail, be positive and be highly motivated to sell. You love a fast-paced environment that is constantly changing, and you have mastered the art of multi-tasking. This is an in-house sales position and does not require a license in Real Estate Trading.

Responsibilities:

- be an expert on our project, culture, homes and community
- be a sales leader
- be an expert in the real estate industry and aware of the competition
- build and grow positive relationships with buyers from first visit to possession and beyond
- report to the Sales and Marketing Manager
- participate in weekly sales meetings
- understand real estate contracts, negotiate and complete purchase agreements meeting deadlines and important dates
- prepare and submit weekly sales reports to management
- maintain your show homes, as first impressions are critical and your show home represents you and your company.
- monitor marketing supplies and order as needed

We Provide:

- a positive, learning and working environment
- training, support and a great management team
- generous compensation package to be negotiated based on your previous experience
- all professionally designed and printed marketing materials and extensive advertising campaigns. Buyers will be at your door

Requirements:

- minimum of 3 years sales experience (not necessarily new home sales)
- must be detail oriented and must follow up and follow through on all leads and contractual items
- must provide a positive experience for each visitor and outstanding customer service
- must be prepared to work full time, including weekends, holidays and special events

Please submit your cover letter and resume to info@westhillsbc.com with 'Sales Associate Position' in the subject line.

We thank all interested applicants, but only those selected for an interview will be contacted.