

MOSAIC – Sales Coordinator

Who We Are

We are motivated by the simple idea of designing and building better homes. It's what makes us tick. Our team is driven, innovative, conscientious and inspired by great design. We're also eager to learn, listen and share great ideas. We love homes and we want to make them better.

Though your interests may lie in architecture, accounting, interior design, construction or sales, your enthusiasm for being the best at what you do is what counts the most. Our colleagues are also motivated by doing work to be proud of, ensuring Mosaic is a great place to work, and at all times, doing the right thing. These are important values that unite our team. Sound like you? If yes, you're likely a great fit here.

The Opportunity

Reporting to the Sales Director, this position has great potential for growth. It is a crucial position within our Sales Team, as it entails a number of important responsibilities including but not limited to:

- Sales presentations to visitors at our Home Stores.
- Ensuring peerless presentation of our Home Stores.
- Homes Store Operations.
- Event Planning. • Sales Reports.
- Updating the Mosaic CRM system.
- Supergood Homeowner Experiences.
- MLS Listings and Amendments.
- Contract Administration.
- Options Administration.

Who We're Looking For

Are you passionate? Driven? Confident? Conscientious? Inspired by design? Do you want to work for a company free of egos but full of ambition? If so, you're halfway there. Here are some other must haves:

- Post-secondary education.
- Access to a reliable vehicle.
- Ability to speak Cantonese and/or Mandarin would be an asset.
- Previous Real Estate Experience.
- General sales or retail experience.
- Excellent interpersonal and communication skills.

Above all, we're looking for someone who works hard and genuinely cares about their job, their co-workers, and the people who buy the homes we build. Interested? Please apply on our website at <http://mosaichomes.com/join-the-team/>.

NOTE: Only those applicants under consideration will be contacted. Please accept our utmost appreciation for your interest.