



Example of Leasing Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of leasing. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for leasing

- 3-5 years minimum of experience (Leasing Manager, less for Leasing Associate) in leasing and brokerage field and related business experience in connection with the sourcing, negotiation, and execution of commercial leases/contracts
- Must have persuasive presentation and negotiation skills
- Ability to interact with co-workers and other divisions in a professional and collegial manner
- Must possess a driver's license and the ability to operate a motor vehicle
- Professional understanding of building valuation methods (e.g., income, market, discounted cash flow)
- Minimum 5 years in sales, business development and/or account management experience

Qualifications for leasing

- Self Starter – able to work with a team and on your own
- May required valid drive's license
- One year of leasing experience in residential property management
- Ability to meet and exceed sales and customer service objectives
- Positive attitude, strong work ethic and ability to lead and motivate others
- Lease-up experience required