



Example of Real Estate Agent Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of real estate agent. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for real estate agent

- Supplement ongoing systems and IT training and provide support for agents
- Promptly field incoming requests from agents and ensure that issues are resolved both promptly and thoroughly, with a strong customer-service mindset
- Monitor agent satisfaction with onboarding and support processes while tracking learning and comfort level
- Contribute to the improvement of client onboarding processes
- Specific experience acquiring land for Federal Aid projects and acquisition under the Uniform Relocation Act is strongly preferred
- Primary office location will be the Louisville office but willingness to travel is required
- KYTC Transportation ROW experience is preferred
- Experience and client relationships within Kentucky are a plus
- Place orders for signage, toppers, riders
- Make duplicate keys

Qualifications for real estate agent

- Training – Our nationally recognized training program prepares newer team members for their career in commercial real estate
- Coaching – Our continuous development coaching is considered the best in the industry

- Growth – Many of our top agents, regional managers, and executives began their careers as new agents at Marcus & Millichap
- Ability to make and keep relationships in the market
- Desire to be on a team of positive, success-minded individuals