

# Associate Director

## Investment Sales & Leasing

SVN CPEX Real Estate is seeking qualified candidates for associate directors at our Downtown Brooklyn office. Reporting to the head of the team, this is a commission-based position with unlimited earning potential on one of our sales and leasing teams. Focused on generating leads and revenue for the firm, the position is an ideal fit for self-starters with an entrepreneurial mindset.

### **Essential duties and responsibilities (not comprehensive):**

- Generate leads, listings, and revenue for your team and the firm
- Assist in developing and executing a property marketing strategy, working closely with your team and Operations
- Foster relationships with all potential clients and customers
- Actively monitor neighborhood and market trends
- Support your head of the team and participate in the execution of all the duties required by the team
- Be a brand ambassador for your team and CPEX

### **Skills and qualifications:**

- Must possess a valid New York State Real Estate License
- Minimum 1-2 years of experience in real estate sales or leasing, preferably in the greater New York metropolitan area
- Self-starter
- Able to manage team of associates as needed
- Highly organized and attentive to detail
- Strong analytical abilities
- Able to work collaboratively as well as independently

- Comfortable working in a fast-paced environment
- Proficient using Excel formulas and other functions, as well as Microsoft Office Suite
- Able to balance and prioritize multiple responsibilities
- Exceptional oral and written communication skills
- Bachelor's degree in a business-related field helpful but not required

**Support and Resources:**

- Initial training followed by ongoing professional and personal development sessions with senior management and industry leaders
- Unmatched operational support from our full-time graphics, marketing, research and public relations staff
- Results-driven incentive program

**Compensation:**

This is a commission-based role with unlimited earning potential.

**Application:**

Please use the form below to submit your resume and cover letter. Any further inquiries regarding the position can be addressed to [careers@cpexre.com](mailto:careers@cpexre.com).