

# SENIOR REAL ESTATE BROKER



Status: Full-time permanent  
Please submit applications to [info@sitings.ca](mailto:info@sitings.ca)

## **About Sitings Realty**

Sitings Realty Ltd. is a boutique commercial real estate brokerage which has spent the past 20 years serving the shopping centre industry. Based in Downtown Vancouver, we specialize in retail project leasing, retail tenant representation and project management across Western Canada.

Sitings has acted as exclusive listing agent on some of the most prominent retail developments in Western Canada. We provide retail tenant representation services to over 30 clients which today includes Michaels, Dollar Tree, the Reitmans banners, David's Bridal, XS Cargo, Extreme Pita and Noodlebox.

## **Purpose of Position**

We are seeking an experienced, focused professional to join our team as a Senior Real Estate Broker. The Senior Real Estate Broker is responsible for all duties related to the leasing and marketing of retail commercial real estate properties, and all duties related to providing tenant representation services to our retail clients.

## **Job Summary**

- Work on a results-oriented team of brokers.
- Foster relationships with landlords, developers, brokers and retailers. Leverage relationships to generate new business.
- Negotiate agreements on behalf of clients. Discuss offers and prepare counter-offers based on what will be most advantageous for the client.
- Network and cold-call to generate leads and new business opportunities.
- Prepare and deliver presentations to clients or prospective clients about potential real estate opportunities and markets.
- Advise clients on market conditions, prices and related matters.
- Recognize new business opportunities with existing clients.
- Conduct property tours.
- Prepare offers, lease documents and lease reports.
- Conduct market and competitor research.
- Attend annual ICSC conferences.
- Travel.

## **Required Skills & Experience**

- Minimum 5 years experience in a Real Estate Broker position.
- Valid Real Estate License required.
- Post-secondary degree or diploma specializing in Real Estate or related designation.
- Valid driver's license and fully insured automobile.
- Proficiency with Microsoft Office applications (Word, Excel, Outlook, Powerpoint).
- Results-oriented and resourceful with excellent interpersonal skills.
- Strong organizational, time management and project management skills.
- Ability to meet tight deadlines without compromising quality.
- Refined attention to detail.
- Ability to deliver excellent customer service.
- Ability to work independently and on a team.
- Excellent oral and written English communication skills.