

# DiJONES

DiJones is New South Wales largest independent real-estate agency and back-to-back Residential Agency of the Year AREA award winners. We are renowned for our innovative and modern approach. Our professional and dedicated sales and investment management teams reimagine real estate, providing a world-class client experience.

We are a growing real estate network that actively empowers people to seek out, live and own their unique purpose. Through understanding and expertise, we unlock more than they thought possible. For us, it's people first.

An incredible opportunity has arisen for a self-motivated and results-driven Sales Associate to join our leading sales team. If you possess a curious mind, have impeccable communication skills and a desire to excel and make a difference read on!

## **About the role:**

1. You will support a highly successful agent on the Lower North Shore
2. You will be involved with all manner of relationships -from buyer/vendor/legal/logistical
3. Database prospecting, cold and warm leads, follow up and maintenance.
4. Answering property enquiries
5. Email, appointment and diary management
6. Take part in the Pre & Post appraisal process
7. Assist with Auctions, open homes & property inspections
8. Attend sales meetings & training
9. General administration duties including report writing
10. Social media marketing
11. Full training provided for those new to the real estate industry.

## **To succeed in this role, you'll have:**

1. Immaculate presentation and grooming
2. Strong communication skills -both written and verbal with great attention to detail
3. A current NSW Certificate of Registration or Real Estate License
4. A desire to work as a team player and show initiative and passion for real estate sales.
5. Resilience, motivation and a hunger for success
6. Confidence over the phone and be a good read of people and situations.

7. An understanding that Saturday will be a big part of your working week & you won't mind working beyond the typical 9 to 5 role.
8. Valid Driver's Licence and a reliable vehicle
9. A desire to build a career in Real Estate Sales
10. A sense of humour, a great memory and high energy levels
11. Good social media skills, Microsoft office skills are preferable.
12. Video editing skills preferred but not essential.

### **What we can offer you:**

1. World-class in-house training & chance to work & learn from our leading agents.
2. A fun and energetic team culture with team events that will impress you!
3. An attractive salary package reflective of your level of skill & experience
4. A chance to work with the most innovative technology
5. Access to a vast array of team member benefits such as birthday leave and discounts to a variety of businesses
6. Access to 24/7 wellness and safety support
7. Access to internal opportunities
8. Opportunity for involvement in Random Act of DiJones
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### **Our Values:**

Be authentic - Be curious - Be Brave - Be Mutual

If you'd like to join the DiJones team and are looking for an opportunity to start your career in real estate then please apply below. Experience and local knowledge are desirable but for the right candidate new comers to the industry will be considered.

For further information, contact Max at [myue@dijones.com.au](mailto:myue@dijones.com.au)