

A Multi-Family Residential Property Management Company is seeking a strong Leasing Agent to join their top-notch property management team. The top candidate must be a self-starter, a good communicator and listener and have a strong commitment to customer service.

Responsibilities include:

- All aspects of leasing apartments
- Timely collection and deposit of all rental income
- Preparation of weekly leasing reports and accounting reports
- All other duties as assigned

Qualifications needed:

- Pleasant attitude to all prospects, residents and associates
- Excellent communication and listening skills
- Strong customer service skills
- Detail Oriented/Multi-Tasker
- Prior property management experience preferred
- Yardi experience preferred
- High School degree

This is a full-time position offering base pay plus commissions. Benefits include paid time off, medical, dental, vision insurance and 401k.

Regularly scheduled hours may include weekends.

If you are interested in joining a great team - APPLY NOW!

We are an Equal Opportunity Employer and participate in E-Verify!