

## **Brokerage Associate - Investment Sales**

### **Ripco Queens Office – Kew Gardens**

#### **Description**

This person will work directly with our team's Senior Brokers and Vice Chairman.

#### **About our Team**

Our team is the #1 middle markets investment sales team in NYC/Outer boroughs. Our transactions surpass \$5B with over 500 properties sold throughout NYC and Long Island. We are looking for a motivated individual to help continue to grow our footprint and promote the Ripco brand.

We present all our team members with the opportunity to bring in as much business as they can, with proper compensation. Our goal as a team is to motivate our brokers and build a heavy footprint throughout the Tri-State, and beyond.

The Ripco brand gives us a proper platform to grow across all service lines. Our combined experience and track record allow us to provide our clients with unmatched service and execution.

#### **Primary Responsibilities**

- Work directly with the Vice Chairman, Stephen R. Preuss Sr and Senior Directors
- Assist in executing exclusive listings, including:
  - Executing property tours
  - Generating prospects for listings
  - Work with Director and marketing team to develop marketing plans for listings
- Generate leads
- Maintain neighborhood data and trends for focus areas
- Attend networking events to promote the team and brand

#### **Requirements**

- 1-2 years of experience in real estate brokerage preferred
- Bachelor' Degree in Business or related focus – Real Estate School preferred
- Organizational and analytical skills
- Personable
- Proficient in Microsoft Office Suite – most importantly Excel
- Car preferred

#### **Compensation**

- Shared commission structure to ensure accelerated and compressed time frames in your first year