3629 6234 Immobilienkauffrau (m/w/d) Our client is a very successful, medium-sized family business in the real estate industry. The company owns an extensive portfolio of residential properties with the aim of creating and maintaining living space of the highest quality.  
  
Our client is looking for a loyal and assertive personality to take over the rental management independently, who will be able to take on the team in a direct permanent position  
  
Real estate clerk (m/f/d)  
  
actively supported.  
  
In your function, you are the main contact person and report directly to the management as part of a trusting cooperation.  
  
• You are responsible for the recalculation of rentals and the coordination of the new rental process from placing the advertisement to planning the viewing appointments to the conclusion of the rental contracts  
• In addition, you carry out regular property inspections and checks, including technical assessment and reporting to management  
• Your tasks also include tendering, awarding and controlling maintenance and service contracts, as well as coordinating third-party trades and the company's own caretaker service  
• If you have any questions about the ancillary costs, ensuring and complying with legal and official regulations, as well as drawing up the contract, your team will be happy to help and advise you  
  
This is how you score points with our clients:  
  
• In addition to your loyalty and assertiveness, you convince with strategic and entrepreneurial thinking and acting, a pronounced sense of responsibility and a dynamic hands-on mentality, which is characterized by flexibility and commitment  
• In addition, you should have successfully completed training as a real estate agent (m/f/d) or comparable or have professional experience in a similar position  
  
For our client, of course:  
  
• A collegial and appreciative work and management style as well as a fair and open working atmosphere  
• Demanding, varied projects and plenty of freedom to act independently  
• A permanent employment contract in a company that is developing positively even in the current situation and is investing in the future  
• An appreciative salary – which is something to be proud of, as well as excellent transport connections and parking spaces right in front of the door  
  
The passage sounds interesting:  
  
We look forward to receiving your application documents. Please do not forget to include your earliest possible starting date, your salary expectations and our reference number. 9914-13-H.  
  
If you have any questions beforehand, please do not hesitate to contact Ms. Jacqueline Unter Bäumer on 0231 1087650. She will also accompany you through the entire selection process.  
  
Compliance with blocking notices and absolute discretion are a matter of course for us.  
  
We look forward to receiving your application!  
  
When you send your application, your personal data will be processed for the purpose of filling a vacancy or finding a job. You can find more information on this in our data protection information for applicants and in the data protection declaration of our website.  
  
"Gender" - note on the gender designation: The terms used in this declaration apply equally to all genders. In some places, we only use a masculine form for better readability, without wanting to favor or disadvantage one gender. real estate agent None 2023-03-07 15:57:59.661000