



REAL ESTATE SERVICES

POSITION DESCRIPTION

Commercial Real Estate Brokerage Professionals/Runner Located in our various locations

Voit Real Estate Services is a privately held, broker-owned Southern California-based commercial real estate firm that has been providing strategic property solutions for our clients since 1971. Throughout our 50-year history, the firm has completed more than \$64.1 billion in brokerage transactions encompassing more than 58,250 deals.

Voit Real Estate Services has six offices throughout Southern California with over 130 brokerage professionals. With expertise in brokerage, investment advisory, financial analysis, market research, real estate management and tenant advisory, Voit provides clients with forward looking strategies that create value for their assets and portfolios.

Position Summary

Currently Voit Real Estate Services has runnership and commercial brokerage opportunities available for hard-working men and women who are looking for a career with unlimited income potential. A typical commercial real estate brokerage professional is responsible for helping clients sell/lease and purchase commercial properties, including businesses, factories, buildings, restaurants, and apartments. Voit invests in training for our professionals with an ongoing training program for runners and junior brokers.

Primary Responsibilities

- Strong interpersonal and communication skills
- Appraise property or properties using local comparisons.
- Provide financial information and analytical data to the potential buyer or seller.
- Visit and show several sites and explain features of building.
- Discuss costs of maintaining building and possible renovations with client.
- Determine best method of purchase and review financials.
- Show property that will be utilized for strictly business purposes.
- Seek out acquisition targets and grow book of leads.
- Facilitate acquisition transactions.
- Handle transactions.
- Ensure all paperwork is properly filled out.
- Identify, analyze, and prepare re-development plans.
- Create relationships with businesses in various industries for future purchases.
- Place properties for sale.
- Have all properties inspected thoroughly and identify possible repairs.
- Act as an intermediary in negotiations between buyers and sellers over property prices and settlement details, and during the closing of sales.
- Compare properties with similar properties to determine fair market price.
- Adjust price if necessary.
- Work with loan officers, attorneys, and agencies to complete purchase.
- Arrange for financing.
- A real estate license is required for the job, but it can be attained while employed at Voit

If you are interested in the above outlined position, please email your resume to dwatson@voitco.com.

Get to know Voit better at www.voitco.com.

At Will & EOE Information

Employment at Voit Real Estate Services, its subsidiaries, or strategic business partners is employment At-Will.

Voit Real Estate Services is an Equal Opportunity employer. We are committed to providing equal employment opportunities to all employees and applicants without regard to race, religion, color, sex, gender identity, sexual orientation, national origin, ancestry, citizenship status, uniform service member status, marital status, pregnancy, age, protected medical condition, disability or any other protected status in accordance with all applicable federal, state and local laws.