



**GLASS
PROPERTIES
GROUP**

Glass Properties Group
Keller Williams Realty Urban Elite
3550 W 38th Avenue #20 | Denver, CO 80211
Each Office is Independently Owned and Operated



GlassPropertiesGroup.com | KW.com

Job Title:

Residential & Commercial Real Estate Advisor– Lead Buyer Agent
Glass Properties Group | KW Commercial

Where you will work:

Denver Metro Area -

Hybrid - 30% in Office / 70% Field Work or Work from Home – Full Time

Must live in Denver Metro Area.

Keller Williams Office, Denver – Highland Neighborhood

Reports to:

Senior Real Estate Broker | Glass Properties Group

Compensation:

100% Commission based on sale performance: \$80,000 - \$200,000+

1099 Independent Contractor

Why Join Us?

1. As a sales agent you will be able to leverage the team's existing listings, both residential and commercial to help build your book of business.
2. You will have access to a strong support, marketing and administrative staff. Allow the team to do most of the administrative work for you so you can focus on what you do best...SALES! Service more clients when you are not busy with paperwork and operations.
3. We have an in-house Outbound and Inbound Sales Associate making cold calls on your behalf to help you get more leads.
4. This role will receive the majority of our buyers leads from the team.
5. You will learn a lot about real estate investing. From beginner topics in residential to advanced investing strategies in commercial multifamily assets
6. From our "Investor Hot List" Subscription service, you'll have access to the best real estate deals to purchase and invest for yourself.
7. In addition to selling residential homes and investment property, you will have the opportunity to learn more about commercial real estate sales.
8. You'll have the opportunity to be part of building a top producing real estate team!



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Who are we?

The Glass Properties Group with KW Commercial and Keller Williams is a top-producing team of broker advisors for Commercial & Residential real estate. The mission of the Glass Properties Group is to help our clients build wealth through real estate - starting with their first home and moving on to help them build a portfolio of Commercial and Residential investment properties.

We work with Real Estate Investors. Our team specializes in Multifamily Buildings, Mix-Use, Fix & Flips, rental opportunities, and other investment real estate for the entire Colorado Front Range including the Denver Metro Area, Colorado Springs, Northern Colorado as well as the Mountain Regions. We provide premier customer service and strive to build long term relationships with our clients. Our team is set apart from the Realtor/broker industry by 1) working more as real estate advisors versus just sales agents, 2) being very responsive and available to clients, vendors and other brokers 3) working with a wide range of clientele from first time purchasers to very savvy investors, corporations and institutional buyers and 4) being advanced problem solvers and offering real & unique solutions for real estate owners, buyers and sellers.

Who are we looking for?

The Commercial & Residential Real Estate Advisor-Sales Agent is an individual who is highly sociable, draws energy from working with people, and is optimistic and outgoing. They must have strong business acumen and a strong sense of urgency, but not at the expense of quality. In addition, he/she demonstrates on a daily basis the knowledge, attitudes, skills, and habits of a high-achieving sales agent who is committed to putting clients first, doing the right thing, and seeking win-win agreements. The Sales Agent prospects for leads daily, closes those leads to appointments, closes for agreements, and then conducts a high-level fiduciary needs analysis for each client. They will also act as the Showing Agent who will select homes/properties that meet the criteria and will drive the clients to the homes or investment properties. This agent receives assistance from the team to negotiate the offer, write the contract, and oversee the deal through its close.

The Sales Agent also demonstrates a commitment to learning and strives for growth by regularly attending courses and regularly practicing scripts and dialogues. This person would be committed to learning more about both residential real estate and commercial multifamily investment sales.

What will you do?

These are the standards a well-above-average performer will maintain or exceed:

- Commits to Open House Lead Strategy. 2-3 Open Houses a week



- Prospects for buyer and seller leads, convert leads to appointments, close for agreements, and conduct high-level fiduciary needs analyses
- Selects and show homes or investment properties that meet clients' needs
- Consult with clients to ensure fiduciary service of the real estate transaction from initial contact through contract to close
- Effectively negotiate, or oversee negotiations, for buyers and sellers with assistance of Lead Broker
- Adds 10-20 new contacts to the team's database/week
- Minimum of 1-2 closed transactions/month.
- Attends Tuesday Operations Meeting (in-office every week) and Wednesday Market Center Team Meeting (in-office Wednesday 1x/month)

Essential duties and responsibilities

- Daily prospecting- Hosting Open Houses, responding to leads, following up with leads and daily contact of team's database
- Successfully complete new buyer appointments and get clients to sign Exclusive Buyer Agency Agreements.
- Showing listings to potential buyers/investors
- Ensure the buyers' experience is positive and smooth from initial contact to contract to close with assistance of Broker Assistant of Operations and our Transaction Coordinator.
- Be available on evenings and weekends to show homes.
- Complete listing appointments and get clients to sign Exclusive Listing Agreements.

Communications/Interactions

- Lead Broker Agent – daily
- Broker Assistant of Operations – daily
- Buyers/Sellers/Vendors – daily

Knowledge/Skills

- 1–3 years of sales experience preferred
- Real estate license in the State of Colorado
- High school graduate/college degree preferred
- Excellent business acumen
- Ability to read and understand property financial statements.
- Excellent at building rapport/people orientated
- Strong written and verbal communication skills



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- Good organizational skills
- Willing to learn scripts and dialogues
- Strong interest in Real Estate Investing