

Sales Progressor - Battersea

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Company: Dexters Estate Agent Group

Location: United Kingdom

Category: other-general

Main purpose of role: Act as an ambassador for the company supporting our sales teams, aiding progression of sales between our sellers and buyers from offer to completion by monitoring timescales and the conveyancing process.

£30,000- £35,000 OTE Subject to Experience

What you'd be doing Day to Day:

Oversee sales from offer to completion by monitoring timescales

Gain feedback from the buyer and regularly update our client, the seller

Report weekly and monthly sales progress updates

Maintain strong working relationships with local solicitors and third parties

Ensure sales are signed off and the offer sheet is complete and correct, with particular attention to timescales

Communicate with team – morning and monthly meetings – updating on feedback, pipeline and additional service leads

Deal with surveys and re-negotiations

Promote and monitor additional services within the office – Solicitors, Financial Services and Surveys

Deliver a 'Nothing is too much trouble' service to generate new and repeat business

Requirements & Skills:

Strong negotiator with excellent communication skills

Previous property sales desirable

Able to deliver excellent customer service experience

Strong attention to detail

Persistent and tenacious

Team player

Natural sales ability with a keen desire to succeed

Ability to cope well under pressure

Problem solver

Company Benefits

- Generous reward packages with uncapped commission
- Fast track career options
- Pension contribution scheme
- Comprehensive training programme from apprenticeship to industry qualifications
- Team and social events
- Birthday day off
- Generous holiday allowance, 25 days+ (including extra days for long service)
- Paid day off to volunteer at the charity of your choice
- Wellbeing support
- Beauty and fitness discounts
- Enhanced Maternity and Paternity
- Season ticket loan
- Cycle to work scheme including Forest bikes

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