



CBS International is the leading real estate consultancy in Serbia in terms of revenue for eight years, providing variety of services including: Office Agency, Retail Agency, Residential Sales and Leasing, Industrial Agency, Land Agency, Valuation and Development Advisory, Capital Markets, Market Research, Project Management, Facility Management, Property Management and Marketing.

CBS International is a member of Cushman & Wakefield Alliance. Cushman & Wakefield is a leading global real estate services firm with 45,000 employees in more than 70 countries helping occupiers and investors optimize the value of their real estate. Cushman & Wakefield is among the largest commercial real estate services firms with revenue of \$6 billion across core services.

For more information, visit www.cw-cbs.rs | www.cushmanwakefield.com

Due to expansion of our operations, for our office in Belgrade we are looking for:

Real Estate Brokers - Office Agency

RESPONSIBILITIES

- Provide support to real estate brokers with business development to accomplish lead generation and secure client relationships for the firm
- Generate new leads, pre-sale support
- "Doing the deal" - proposing, negotiating, closing
- Deal transaction (post-sale)
- Client relationship maintenance (Stay relevant, top of mind, keep on top of changes in client organization)
- Work with existing clients to market and lease investment real estate (including providing tours, preparing, issuing and evaluating lease proposals, generating reports, preparing budgets, conducting financial analysis of transactions and preparing surveys and reviewing lease documents)
- Work closely with brokers to prepare proposal and strategies for presentations
- Prepare marketing materials in conjunction with the marketing coordinator
- Develop and maintain working relationships with industry professionals
- Maintains accurate and up-to-date information in company databases
- Other duties may be assigned

REQUIREMENTS

- Bachelor Degree
- 2 + years comprehensive experience in related field
- Fluent in both written and spoken English
- Ability to procure and maintain real estate salesperson's license
- Desire and ability to establish and solidify client relationships with a long-term perspective
- Excellent oral and written communication skills
- Strong interpersonal and sales skills
- Ability to provide efficient, timely and reliable service to customers
- Ability to effectively present information.
- Ability to comprehend, analyze, and interpret documents
- Ability to solve problems involving several options in situations

CERTIFICATES and/or LICENSES

- Real Estate broker license would be an advantage.
- Driving license would be an advantage

If you are interested in joining our team and pursuing your career in an inspiring and dynamic environment please send your CV and cover letter no later than Friday, July 13th to jobs@cw-cbs.rs

Only short-listed candidates will be contacted.