

Founded in 2012, **Arizona Investment & Management LLC**, is a full-service commercial, residential brokerage & property management firm that provides multi-disciplinary expertise and the highest level of service that today's educated and sophisticated clients demand. Whether representing buyers, tenants, landlords, or sellers, AIM's experience spans all facets of the residential & commercial real estate industry. This includes office, industrial, investment, retail, multifamily and land - beyond the traditional scope of broker services. With your help, we have plans to grow our business to service more people!



There's no better time to make a change and reach your goals. Call Lynn today and join our team!

Lynn Hart
Designated Broker

480-277-4285
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Updated 1/11/24



Join our team

RESIDENTIAL REAL ESTATE AGENT

RESPONSIBILITIES FOR AIM REAL ESTATE AGENT

- Provide guidance and assist sellers and buyers in marketing and purchasing property for the right price under the best terms.
- Determine clients' needs and financial abilities, to propose solutions that suit them.
- Intermediate negotiation processes- consult clients on market conditions, prices, mortgages, legal requirements and related matters, ensuring a fair and honest dealing.
- Perform comparative market analysis to estimate properties' value.
- Display and market real property to possible buyers.
- Prepare necessary paperwork (contracts, leases, deeds, closing statements etc).
- Manage property auctions or exchanges.
- Maintain and update listings of available properties.
- Cooperate with appraisers, escrow companies, lenders and home inspectors.
- Develop networks and cooperate with attorneys, mortgage lenders and contractors.
- Promote sales through advertisements, open houses and listing services
- Remain knowledgeable about real estate markets and best practices

REQUIREMENTS

- Proven working experience as a Real Estate Agent or Real Estate Salesperson.
- Proven track of successful sales record.
- Have excellent interpersonal communication skills both oral & written.
- Ability to interface with clients and work in a fast-paced environment
- Proficiency in computer skills and knowledge of office software packages (Microsoft Office Suite)
- Arizona real estate license or in process of securing a license, required for consideration.