

Job Title: Estate Agent.



Job Title: Estate Agent	Estate agents sell and rent out commercial and residential property, acting as negotiators between buyers and sellers. Why become an estate agent? https://www.guildproperty.co.uk/news/post-video-how-can-you-become-an-estate-agent-1526046424
Entry requirements:	<u>University</u> You could do a foundation degree, higher national diploma or degree in: • business studies • civil and structural engineering • estate management • property development or management • surveying • urban and land studies Entry requirements You'll usually need: • 1 or 2 A levels, or equivalent, for a foundation degree or higher national diploma • 3 A levels, or equivalent, for a degree <u>Apprenticeship</u> Some estate agents offer an intermediate apprenticeship as a junior estate agent. Entry requirements You'll usually need: • GCSEs, usually including English and maths, or equivalent, for an intermediate apprenticeship <u>Work</u> You may be able to start as a trainee sales negotiator and learn on the job. You could also start as an administrator in estate agency or lettings company and work your way up. Local knowledge of the area where you'll be working would be an advantage.
Skills required:	You'll need: • customer service skills • the ability to sell products and services • the ability to work on your own • to be thorough and pay attention to detail • persistence and determination • patience and the ability to remain calm in stressful situations • the ability to accept criticism and work well under pressure • excellent verbal communication skills • to be able to use a computer and the main software packages competently

What you'll do:	You may: • visit sellers and landlords to value properties • communicate regularly with potential buyers and tenants to share details of properties that meet their requirements • arrange viewing appointments and show properties to buyers or renters • get feedback on viewings • negotiate between buyers and sellers • generate sales leads for mortgages and conveyancing • deal in person, on the telephone and through email with solicitors, financial advisers and surveyors • manage auction sales • work to meet sales targets • update computer records
What you'll earn:	• Starter – £15,000 • Experienced - £60,000 • Average Salary - £41,392 <i>These figures are a guide</i> Estate agents also often work on commission which means that you have a basic salary (see above) and also earn a percentage of the sale or rental price of any property you sell or rent. You might start on a guaranteed salary for a few months and then move to a commission based salary. You may also have the chance to add to your earnings through bonuses linked to meeting individual or company sales targets.
Working hours, patterns and environment:	Estate agents typically work 35 – 40 hours a week (including weekends on a rota) You could work in an office, at a store, at a client's business or at a client's home.
Career path and progression:	With experience and a good sales record, you could be promoted from sales negotiator to senior negotiator and then branch manager. Larger chains of estate agents may offer more opportunities for promotion than smaller companies. You could also become self-employed as a partner in a firm or set up your own agency.