

Senior Leasing Representative

Job Description:

Due to continued growth, we are seeking a Senior Leasing Representative that will work closely with the Leasing Manager in leasing regional malls, open air centers, street retail and neighborhood centers on an assigned property basis. The successful applicant must be goal-oriented with a proven track record of leasing retail space, especially in lease up and development situations. Additional responsibility includes developing merchandising plans and tenaning concepts. This position requires strong negotiating abilities, excellent sales skills and creativity in marketing. We are seeking a self-starter who can quickly come up to speed on the leasing and marketing of multiple properties.

Responsibilities:

- Leasing responsibility for assigned properties including, but not limited to, existing space, outparcels and new development.
- Cultivate new and maintain existing relationships with desirable prospective tenants, including national retailers, mom and pop tenants and service users.
- Work with the Leasing Manager to develop detailed merchandising and leasing plans for each center (including financial objectives) for management approval and execute upon it.
- Negotiate LOI's and leases in accordance with financial objectives.
- Canvass the market to identify potential tenants and cold call for prospects.
- Identify new concepts and pursue service and non-retail users.
- Maintain up-to-date knowledge of the retail industry included, but not limited to, trends, new tenants coming to the market and market rents.
- Have excellent presentation skills and be able to present deals to management with necessary financial sophistication.
- Strong networking skills.
- Some travel required.

Preferred Qualifications:

- Leasing retail space, especially in lease up and development situations
- Minimum 3-5 years of retail leasing experience with increasing responsibility.
- Knowledge of deal structure and lease terminology.
- Financial knowledge of investment parameters on leases.
- Self-starter with a history of achieving and exceeding leasing goals.
- Established relationships with national chains.

Required Qualifications:

- Bachelor's degree.
- Excellent negotiation and closing skills.
- Excellent verbal and written communication skills.