

**Associate Broker - Commercial Real Estate**  
**Northmarq – Chicago, IL**

***NORTHMARQ - WHERE THE BEST COME TO THRIVE***

Northmarq is entering a new era, and a landmark career opportunity is waiting for you. Northmarq is independent, and fiercely so, with the freedom to do things the right way. To hire the very best. To give them the resources to thrive. We do it because that's what we believe. Northmarq is not held back by principles, we're propelled by them. We and our clients are growing fast because we're providing something rare and valuable: easy access to the industry's best talent, an agile and collaborative style, and vast resources to execute flawless deals for our clients and partners. ***Northmarq was voted by Real Estate Forum as one of The Best Places To Work In Commercial Real Estate!***

The **Investment Sales** team is seeking **Associate Broker** who is a driven individual and interested in joining the active multifamily brokerage team in **Chicago**. The candidate will be a strong, supporting member of Northmarq's growing investment sales team assisting and working alongside senior brokers that will essentially be a mentorship and afford the individual an opportunity to work with experienced Producers who are at the top of the industry in their market. This position will provide the AB the potential to obtain the skills necessary to become a Producer/Broker, while working closely with a Senior Producer or Managing Director as their Mentor/Coach for a period of 1-2 years in the Associate Broker program. If you are interested in this opportunity, Northmarq is committed to dedicating the time and energy towards accelerating your career, providing you the tools and assisting in your development as part of the Associate Broker program.

**Position Responsibilities:**

- Marketing to new and/or under-marketed clients, with a goal of generating new business.
- Creating and building AB's individual Business Plan, that will include, as a minimum, a detailed plan on Relationship Building and Learning the Business.
- Responsible for understanding and also preparing underwriting packages for investment real estate.
- Responsible for learning the real estate market and sub-markets of Chicago, including getting to know brokers, title company employees, insurance agents, and others who can contribute to general market knowledge and marketing success.
- Responsible for learning about deal structure, in all aspects of the prospecting and listing process
- Ability to establish priorities and support the "Mentor/Coach" and objectives for the local office.

## **Timeline of the AB Program** *(timeline is based on the individual):*

### **1st Year:**

- The AB will assist the office's lead underwriter by learning company templates, interpreting owner's financial statements, performing rent and sales surveys, and developing pricing skills. Additional learning at this time includes how physical attributes of properties affect values.
- Database management, updating the office's database with recent sales, ownership, and contact information. Develop a knowledge base of local market conditions, ownership, and sales inventory.
- Prospect calling to prospective purchasers, leading to calling owners to prospect for listings, initially with the support and coaching from their MD or Senior Broker (mentor/coach).

**2nd year:** The AB will follow the same program as outlined in 1st year, expanding their market reach, and improving their market knowledge and skills, with daily activities closely monitored by the Managing Director or other senior broker (mentor/coach).

### **What We're Looking For:**

- Relationship building and sales skills are essential, with demonstrated results given significant consideration.
- Negotiation and influencing skills needed, with an ability to resolve issues that may arise on a deal.
- Knowledge of commercial real estate underwriting techniques, understanding of the financial characteristics of multifamily property types, and ability to understand and advise clients in complex decision-making processes.
- 4-year college degree, preferred degrees will include finance, marketing, real estate, business promotion, general business, but any degree program will be considered.

### **Demonstrated Professional & Technical Competencies to Include:**

- Ability to work independently and stay motivated
- Strong work ethic and willingness to work extended hours when necessary
- Ability to handle multiple projects and assignments; able to prioritize and meet deadlines
- Effective verbal and written communication skills
- Strong Problem-solving and solution finding skills to reflect level of responsibilities
- Ability to maintain sensitive and confidential information

**Required Professional Certifications or Licenses:** The candidate must hold a current valid real estate license in the state where they will work prior to starting the program **or** obtain one within the first 90 days of beginning AB the program.

To apply for this job, visit [northmarq.com/careers/open-positions](https://northmarq.com/careers/open-positions)