

WHY LOMBARDO?

Choosing a place to work is a big deal. You spend multiple hours each week at work, so you want to love what you do. We get it. When telling you why you'll love working at Lombardo Homes, we could list all of our statistics and accomplishments... but everyone does that, right?

Here's the real reason you'll love working at Lombardo: we're a family. We're family owned and operated, yes, but our entire team is a family. We appreciate and care for our team members and trade partners. When our team members succeed, we all succeed; when they struggle, we all pitch in to build them back up. This is the Lombardo way.

WHAT YOU'LL DO

The quick overview

The primary focus of New Home Sales Associate is to help administer and coordinate the new home purchase process from sale through closing with the ultimate goal of a happy customer who will refer Lombardo Homes to their family and friends. The Lombardo Homes Sales Associate will impact the lives of customers while working to professionally grow into a New Home Sales Manager position. The Sales Associate will learn how to develop new prospects into home buyers.

Primary responsibilities

- Sell, process and close homes in accordance with company selling philosophy while utilizing all selling tools provided, included accompanying prospective purchasers through the model home display, and/or available homesites.
- Provide timely and consistent follow through with current customers from initial contact to after closing. Records must be maintained of all communication.
- Travel throughout the local community in order to self-generate sales from Realtor/Co-broker business, referrals and self-prospecting.
- Develop an in-depth knowledge of the competitive marketplace, including product, site, local community, sales advertising and demographics.
- Work with the field team to ensure that the overall appearance of the community including the model, community amenities, home site markers, signage etc. are in order.
- Be the main point of contact for the customer throughout the build process including, but not limited to, weekly updates on the status of their new home, design center meetings, mortgage/lender communication & homeowner meetings.
- Engage in continuous learning of the sales & building of a new construction home to answer specific questions.
- The ability to explain the principal and interest payments, taxes, insurance, deed restrictions, & homeowner associations.
- General office duties, including but not limited to, preparing brochures, ordering office supplies, & marketing material.

WHAT YOU NEED

- Real Estate License or Builders Sales Person License or willingness to attain within 90 days of hire date.
- Within 180 days of hire, complete the required Lombardo Homes Associate Training Program.
- A positive attitude, self-motivated, resourceful, professional capable of achieving goals without extensive supervision.
- Professional appearance, good communication skills, organization, and the ability to problem solve.
- Ability to attend networking and/or company sponsored events as a representative of Lombardo Homes.
- High School diploma or equivalent, college degree preferred.
- Valid driver's license with reliable transportation and the ability to travel between multiple model locations.
- Proficiency with Microsoft Word, Excel, Outlook, Power Point and general knowledge of computers.

WHAT WE'LL GIVE YOU

- Competitive compensation
- This position is eligible to earn additional bonuses pursuant to the written sales agreement provided after hire date.
- Company provided lap top and phone.
- Paid vacation, holidays, sick leave and personal days.
- Full benefits package including health, dental, vision, FSA, life insurance, and 401k with company match.
- Company-provided life insurance.
- Paid maternity and bonding leave.