

## Leasing Agent –

We are seeking a dynamic, creative and experienced leasing agent to join our team at Oxbow Farms!

We are seeking an individual who is:

- Highly motivated
- Team player
- Ability to work in a fast paced environment
- Superior people skills
- Strong organizational and follow-up skills
- Effective written and verbal communication skills
- Resident service driven
- Creative marketing skills
- Excellent closing skills
- Computer efficient
- Valid driver's license

The Leasing Agent will present the features of an apartment home and the benefits of the community to a prospective resident. The Leasing Agent is responsible for all activities related to apartment rentals; including generating and handling traffic, qualifying prospects, preparing lease documentation and completing move-ins procedures in accordance with the company's and the community's established policies and procedures.

This is a full-time position with a comprehensive benefit package.

Send resume, references and salary expectations to Margaret Malloy at 80 Rogers Lane Middletown, RI 02842 or [Margaret.malloy@oxbowfarms.com](mailto:Margaret.malloy@oxbowfarms.com)