



Property Internship, Market Harborough, Leicestershire

Duration: 3-4 months

Own transport required

Start date: immediate

Benefits: statutory

Pay: minimum wage plus business mileage expenses

Reason for vacancy: maternity cover

Market Harborough based Estate Agents Naylors are centrally located in the town centre on the High Street overlooking the Square. Our philosophy is to provide a tailored, expert, efficient and personal service to all our clients. We achieve this by understanding their objectives and requirements and matching them through our market knowledge, expertise, and property professionalism.

We are currently recruiting an individual who is currently studying or completed their degree in land and property management or business studies, this internship will give you the opportunity for career exploration and development and to learn new skills.

A professional learning experience that offers meaningful, practical work related to your field of study or career interest.

The role:

Dealing with all aspects of property consultancy and advice, would suit an individual with an interest in property or business management, ideally in their 2nd year of university.

Duties:

- Attending rental property viewings
- Draughting rental tenancy agreements (from template)
- Rental property check-ins
- Schedule of conditions
- Marketing of properties for sale or rent
- Front office support

The Person:

Must be professional in conduct and appearance, have some experience of working in a business environment, excellent administrative skills and able to use office suite. Possess a full, clean driving licence.

To apply for the role please send your CV to William Naylor at wn@naylorsestateagents.com