

Apartment Rental Agent Interview Questions

1. What is the key to success when communicating with the public.
2. Share an experience you had in dealing with a difficult person and how you handled the situation.
3. Tell me how you organize, plan, and prioritize your work.
4. Share an experience when you applied new technology or information in your job. How did it help your company?
5. Tell me about an experience in which you analyzed information and evaluated results to choose the best solution to a problem.
6. Share an example of a time you had to gather information from multiple sources. How did you determine which information was relevant?
7. Describe an experience in which your ability to work well with others and reconcile differences helped your company or employer. (Make sure the candidate knows how to negotiate.)
8. Describe a time when you successfully persuaded another person to change his/her way of thinking or behavior.
9. Please share an experience in which you presented to a group. What was the situation and how did it go?
10. Provide an example of a time when you were able to demonstrate excellent listening skills. What was the situation and outcome?
11. Provide an example when your ethics were tested.
12. Share an experience in which you successfully shared a difficult piece of information. (Make sure that the candidate has open lines of communication.)
13. Share an experience in which you successfully acted as an intermediary in a negotiation between a buyer and a seller.

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14. Would you consider analyzing data or information a strength? How so?
15. Provide an effective method you have used to advise clients on market conditions, prices, mortgages, legal requirements, and other related matters. Share an experience.
16. Share an example of when you went above and beyond the "call of duty". (Look for answers that show the candidate is dependable.)
17. Share an effective method you have used to promote sales of properties. Provide an experience.
18. Provide an experience in which you advised a buyer on the suitability and value of a home he/she visited.
19. Share an experience in which you successfully coordinated with others. How about a coordination effort that was not as successful?
20. Name a time when you identified strengths and weaknesses of alternative solutions to problems. What was the impact?
21. Tell me about a time when you developed your own way of doing things or were self-motivated to finish an important task.
22. Provide an experience in which you successfully coordinated a property closing.
23. Describe the methods you have used to determine what kinds of properties clients are seeking.
24. Share an experience in which you conferred with escrow companies, lenders, home inspectors, and/or pest control operators to ensure that terms and conditions of purchase agreements were met.
25. Describe your experience preparing documents, such as representation contracts and closing statements.
26. Share an experience in which your attention to detail and thoroughness had an impact on your last company.
27. Provide an example when you were able to prevent a problem because you foresaw the reaction of another

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person.

28. Share an effective method you have used to generate lists of properties that are compatible with buyers' needs and financial resources. Provide an experience.

29. Share an effective approach to working with a large amount of information/data. How has your approach affected your company?

30. Provide an example of when you were persistent in the face of obstacles.