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**Negotiator**

Application form

**Name**

**Address**

**Contact Details**

Telephone

Email

**1 Educational Qualifications**

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**2 Previous employment**

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| --- | --- | --- | --- |
| Dates | Role Title | Achievements | Reason for Leaving |
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**3 How many years have you been working as a Negotiator?**

**4 What would you say you are MOST skilled at, if you had to put in order**? (1 being most skilled)

|  |  |
| --- | --- |
| Generating Valuations |  |
| Phoning out to secure viewings |  |
| Achieving Applications from viewers |  |
| Follow up and nurture |  |
| Initial Applicant Qualification |  |

**5 What information do you collect on initial applicant qualification?**

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**6 What TYPE of questions do you ask?**

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**7 What in your view is the most important information to establish and why?**

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**8 How do you react when faced with objections?**

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**9 What do you do when enquiries are slow and the office is quiet?**

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**10 What are the highlights of your performance in the last 6 months?**

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**11 Why are you changing job?**

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**12 What extra learning, courses, online programmes, or experts do you subscribe to and learn from currently?**

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**13 We give EXTENSIVE training as one of the best coaching organisations available, but we expect you to embrace learning and carry out your own study in your own time as well as at events we may send you too. Are you fully bought into improving yourself and your skills?** **Y / N**

**14 Are you familiar with the following legislation?**

|  |  |
| --- | --- |
| Rent Smart Wales |  |
| Immigration Act |  |
| HHSRS |  |
| HMO Licensing |  |
| Consumer Protection Regulations |  |
| Renting Homes Bill |  |

**15 Why you want to work for McCartan Lettings?**

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**16 What would you be able to add to our team?**

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**17 Why do you feel we should choose YOU to join our fast moving, expanding team?**

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**18 References.** We talk to Referees as a matter of course. Please provide contact details for referees, ensuring that at least one is a previous line manager

**Referee 1**

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**Referee 2**

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[www.mccartanlettings.co.uk](http://www.mccartanlettings.co.uk/)