

## **Keller Williams**

800 Newport Center Drive #150

Newport Beach, Ca, 92660

[Luxuryhomesinorangecounty.com](http://Luxuryhomesinorangecounty.com)

### **COMPANY DESCRIPTION**

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The world's largest residential Real Estate franchise by agent count, the company focuses on building its agents businesses.

### **DUTIES & RESPONSIBILITIES**

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Interface with clients, Create Marketing Brochures, Attend open houses, Website update and design, Design Press releases, Multitasking skillset required, Industry related software will be learned, the interns work as a team and will meet once a week, and on weekends as needed.

### **QUALIFICATIONS & REQUIREMENTS**

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- Software and computer skills
- Good communication skills
- Great attitude
- Team work ethic
- Flexibility
- Student Mentality

### **TIME COMMITMENT**

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These are the requested periods of time by the employer

- 3-term (50-100 hours/30 weeks)

### **HOW TO APPLY & DEADLINE**

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To apply, contact Lori Koppel at (949)248-0001 or [lorikoppel@aol.com](mailto:lorikoppel@aol.com). Applications are accepted year round.

### **CONTACT INFORMATION**

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For More information please contact Lori Koppel at (949)248-0001 or [lorikoppel@aol.com](mailto:lorikoppel@aol.com). You can also visit their website at [Luxuryhomesinorangecounty.com](http://Luxuryhomesinorangecounty.com)