

sample K.E. Salesperson Interview Questions

Updated 1/20/2020

1. What MLS & Local Realtor Association are you a member of?
 - a. Which are mandatory that I must become a member of?
2. Do you have a fee list of ALL the expenses I must pay upfront?
 - a. Do you have a transaction/commission/desk fee list that I can see now?
3. Do you have any minimum performance requirements for continued employment?
4. Are you accepting part time agents or only full time?
5. How is your commission structure set up? Ask to see a copy of that commission structure.
6. Do you charge per transaction fees, franchise fees, desk fees or any other fees?
7. How much do you charge for E&O insurance and is it annually, per transaction or do I need to pay for it up front or can it be deducted from my first commission?
8. What kind of training/guidance do you offer and do I have to pay for it or is it free?
 - a. Do you have formal classes to train new agents to get started?
 - b. Who does your training? A dedicated trainer or outside sources?
 - c. Is training done in class by a trainer, mentor, conference calls, office meetings, videos, books, available to view or must I purchase them and is it optional?
 - d. If by Mentorship:
 - i. Are they a manager/trainer or an experienced agent and do they want to mentor?
 - ii. Do I need to split my commission with the mentor? How much?
 - iii. If not happy with training can I switch mentors at any time?
 - iv. How many transactions if any, am I obligated to work with them on or can I decide to work on my own at any time/ Can I come to the broker/manager/dedicated trainer for assistance at any time?
 - e. Do you have a training calendar, if so, how can I access it?
9. Can I negotiate my own commission with sellers or is there an office minimum that I need to be aware of?
10. What is the commission to charge for my own properties, that either I or my family own and want to sell? What is the split and can I do the transaction myself or are there any special procedures that I need to be made aware of?
11. Do you offer any office leads, if so, is there a charge? How does that process work?
12. Do I have to sit for desk time duty?
13. Are there any special services, software, advertising, tools, or extra's the office provides or makes available to me for free or for an additional charge?
14. Do you provide anything without charge or split costs such as the following:
 - a. Agent website or page with idx updated listings and lead generation tools?

- b. Lead generation tools like redx, lispensens/pre-foreclosure/reo lists like njlispensens.com or realtytrac.com
 - c. Free business cards, postcards, postage for mailings? If so how many and how often?
 - d. Sign riders? Do you provide signage and lockboxes for free? If you require agents to purchase lockboxes will you sign a letter stating that it is mine and I will own it so in the event that I change offices I can take them with me?
 - e. CMA presentation software or tools, demographic data?
15. Can I speak with a few office agents, just walk around and ask questions without bother them too much? I'd like to ask about their experiences working here.
16. Are there any possible opportunities if I get my broker's license that I could possibly become an office manager, trainer, etc?
17. Can I get a copy of your employment and commission agreement/schedule for commission while employed and after termination and policies explaining how bonuses or gifts from transactions work?