



**Job Title:** Sales Manager (new home sales)

**Location:** 37 Quarry Park Blvd SE, Calgary

At Broadview Homes, our people make the difference. We offer an exciting place to build your career with competitive compensation and benefit packages, company matching RRSP/DPSP program, employee home purchase program and employee discounts.

### **Job Overview**

Reporting to the Vice-President you are responsible to oversee new home sales and provide effective leadership to develop sales plans and processes. You develop and foster positive relationships with clients, team members and other related parties.

Your day-to-day responsibilities will include:

- Setting and monitoring sales goals for each product type within each project. Designing and coordinating methods for gathering and applying market intelligence to develop sales strategies.
- Reviewing offers to ensure completeness, accuracy and compliance with company policies and regulatory requirements, proposing counter offers as required.
- Ensure sales documents and processes are handled in an efficient and accurate manner. Promoting best practices and standard procedures to deliver excellent customer services.
- Contributing to the annual business plan and budget, monitoring and adjusting operations as necessary to achieve targets.
- Collaborating with the Marketing Manager to develop, execute and monitor marketing and sales strategies and tactics.
- Analyzing lead registration in CRM database to profile prospects and determining conversion rates.
- Leading, developing and providing guidance to Sales team. Monitoring progress and adjusting as necessary to meet target goals.
- Reviewing show homes and inventory to ensure compliance with company standards. Maintaining optimal inventory levels according to market analysis.
- Assisting in the evaluation and feasibility analysis of prospective land acquisitions.

As our ideal candidate, you are...

- A strong communicator; you clearly express your thoughts in conversation as well as write and present in a persuasive and influencing manner.
- An active listener; you seek to understand and listen to others in a non-judgmental way.
- A creative problem solver; you think outside the box for solutions without fear of failure.
- Mindful; you respect diversity and deal with sensitive situations in high standards of integrity.
- Excellent service oriented; you handle relations with customers, internal and external parties with tact and diplomacy.
- A leader; you attract, retain, develop or improve the skills of others through effective coaching and guidance.

### **Essential Requirements**

- Minimum 5 years of Sales experience is essential, preferably in home building.
- Minimum 5 years Sales Manager experience.
- Proficient in Microsoft Office Programs (Outlook, Word, Excel, Teams, SharePoint and PowerPoint) and CRM systems.
- Valid driver's licence and access to a reliable vehicle.
- Satisfactory verification of criminal record check.

## Preferred Qualifications

- Sales Manager experience in home building is preferred.
- Experience working in the Real Estate Development industry in new home sales is preferred.
- Previous experience working with HubSpot or Newstar at the Manager level is an asset.

## What We Value

- Creating trusting and successful working relationships.
- Setting clear, measurable and achievable goals.
- Cooperating with team members in an open, positive and respectful manner.
- Taking responsibility for the outcomes of decisions and actions.
- Consistently meeting customer expectations.
- Staying current on technical job skills.

## Working Conditions

You primarily work in an office setting during regular business hours with travel to sites required on a frequent basis. Overtime may occasionally be required.

## About Us

Broadview Homes is a single-family business unit of Qualico operating in Calgary and Winnipeg. Broadview Homes has established a reputation for outstanding quality, design, and affordability without compromise. We deliver a positive customer experience through every phase of design, construction and move-in. To learn more, click [here](#).

*Qualico welcomes applications from people with disabilities. Accommodations are available upon request during the assessment and selection process.*

Candidates being considered will be contacted. We thank you for your interest. Join our [Talent Community](#) to stay up to date on job opportunities and to find out why we have the best reasons to come to work every day.

**Closing date:** February 17, 2026

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