



1211 W. Myrtle St, Suite 200
Boise, ID 83702
(208) 345-9000

Job Description

Position: Market Researcher

Reports to: Director of Marketing, Research & PR

Education: Associate's Degree or equivalent work experience

Experience: 1-2 years

Who We're Seeking

The person in this role will work full-time in our downtown office. S/he will be a part of our eight-person Research and Marketing team, and work daily with our commercial real estate agents and assistants.

We're seeking an individual who constantly pursues innovative ways to uphold and advance the precision of our data management processes. The ideal candidate will collect market activity data by monitoring, acquiring, and securing information from diverse platforms and sources, ensuring its accurate entry into our database.

Key Responsibilities

- Gathering, compiling, and delivering market comparables
- Relationship-building with internal and external offices
- Creating quarterly reports
- Other duties as requested by the Director
- Collaborating with the Brokerage team to update data and troubleshoot to ensure market data accuracy

Required Skills

- Knowledge of MS products: Office, Outlook, Excel (formulas, pivot tables, etc.)
- The ability to work under pressure in a fast-paced office with excellent time management, communication, and organizational skills
- Strong attention to detail, with the ability to work independently
- Must be team-oriented and self-motivated
- Knowledge of basic office procedures
- Strong organizational skills and a proven ability to balance multiple priorities

Preferred Skills

- An understanding of real estate processes or an eagerness to learn and stay up-to-date
- Excellent project management skills

To apply, please send your résumé and cover letter to kyle.moeti@colliers.com, with the subject line "Market Researcher position".

About Colliers

Colliers Idaho is a locally-owned affiliate of Colliers International: An industry-leading global commercial real estate company with more than 24,000 skilled professionals operating in 72 countries. Client relationships are built on experience, speed-to-market, and enduring trust. At Colliers, our growth strategy allows us to remain focused on doing the right things for our clients, our people, our community, and our shareholders every day. If you are looking for a work environment that values and promotes camaraderie, collaboration, and giving back to the community, this could be the position for you!

Colliers Idaho is committed to advancing our diversity and inclusion in the workplace to foster an environment that supports equality for our present and future diverse professionals. Diversity and inclusion strengthen our business by enriching our culture, helping us deepen relationships among our people and accelerating success for our clients. We pride ourselves on attracting, developing, and retaining top, diverse talent in Idaho. As part of that, we are on a progressive journey to foster an environment in which everyone at Colliers, regardless of background, gender, ethnicity, age, religion, sexual orientation, or experiences, feels respected and comfortable bringing their authentic selves to do their best work.