KELLY CADY

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SCOTTSDALE, AZ. 85257

(480) 306-2348 KCCADY@GMAIL.COM

EDUCATION

B.I.S. Interdisciplinary Studies

Arizona State University, Tempe, AZ Graduated May 15, 2001

Associates Degree, CIS, Web Development

Scottsdale Community College, Scottsdale, AZ Graduated December 2013

OBJECTIVE

Career Focus: Technology Sales; Client Solutions Account Manager; Technology Solutions Specialist

PROFESSIONAL AWARDS

• SALESPERSON OF THE YEAR 2003, Richmond American Homes of Arizona (Closed Sales

over $12M)

• THE ACE AWARD 2003, Home Builders Association of Central Arizona (HBACA)

• SALESPERSON OF THE MONTH (Nov 2002, May 2003, June 2003, July 2003, Aug 2003,

Nov 2003, Jan 2004, Feb 2004)

PROFESSIONAL EXPERIENCE- SUMMARY

TENURED SALES PROFESSIONAL:

Successful track record of business-to-business sales, new home and residential real estate. Strong

negotiating, organizational, and time management skills.

Demonstrated ability to act independently with minimal supervision. Primary point of contact responsible

for the management, sales and COE of new home communities. Consistently achieved Top 5% in revenue

and volume sales.

Collaborates and coordinates with customers, management, designers and construction supervisors to

resolve all pertinent post-sales issues. Initial Point of Contact/ Purchase Agreements/ Closing Sales/

Market Analysis/ Scheduling/ Customer Service/ Tracking and Reporting

Highly knowledgeable and understanding ARMLS FLEX Software and application to properly execute

contracts and conduct comparative market analysis reports. Database management systems for monthly

sales/closing updates.

Able to handle large workloads and thrive in a fast-paced, competitive environment. Effective

communicating with clients, management and team members. Strong commitment to the corporation,

customer, and stakeholders.

Web Development Student March 2012 –December 2013

Scottsdale, AZ

Created web sites for non-profits and small businesses. Site creation included use of CSS, HTML,

JavaScript, Adobe Photoshop, PHP, and form processing.

Residential Salesperson/Realtor March 2007 - August 2008

REALTY EXECUTIVES, Scottsdale, AZ

Conducted comparable market analyses for subject properties. Negotiated real estate contracts. Met with

prospective sellers, advised on pricing and staging, developed advertising strategy, hosted open houses

and tours, and managed all transaction procedures. Collected and processed applications for rental

properties.

Real Estate Salesperson/Realtor March 2006 - March 2007

MERIT HOMES, LLC, Phoenix, AZ

Successfully guided homebuyers through the purchase of properties. Researched available properties that

were compatible with buyers' needs and financial resources. Coordinated appointments to show homes to

prospective buyers. Negotiated contracts on behalf of clients.

Hotel Broker December 2005 - March 2006

SWOBODA HOSPITALITY SPECIALISTS, Phoenix, AZ

Marketed hotel/motel property listings to Best Western hotel owners in the West Coast region. Attended

trade show conferences with associate hotel brokers nationwide. Hotel Brokers International Candidate.

New Home Sales Associate/Realtor May 2004 - June 2005

CENTEX CORPORATION, Centex Homes, Scottsdale, AZ

Sold new homes in a high volume community in the city of Maricopa. Actively maintained accurate and

timely records of all traffic, realtors, prospects, loan approvals, move-in dates and follow-up with

customers as required by management.

Loan Officer May 2004 - June 2005

CENTEX CORPORATION, Centex Home Equity

Sold sub-prime mortgages and home equity loans nationwide by building strong relationships with clients.

Determined customers’ needs regarding their home equity, consumer finance or home improvement

account. Updated client contact list and sales activity during loan process.

New Home Sales Counselor/Realtor May 2002 - March 2004

RICHMOND AMERICAN HOMES, Phoenix, AZ –

• 2003 Salesperson of the Year for MDC Holdings, Inc. Phoenix Division

• The ACE Award 2003 HBACA Sales and Marketing Council

Launched the top selling community, Centennial, within one of Arizona's top-ranked master -planned

community, Power Ranch.

Functioned effectively within a team process with construction superintendents, mortgage loan officers

and management.

Marketed single-family dwellings amounting to transactions of over $ 12M in 2003.

TECHNICAL SKILLS / SOFTWARE SYSTEMS / EXPERIENCE

OPERATING SYSTEMS:

►LINUX FEDORA 14 / WINDOWS XP/2000 / MAC OSX TIGER /SNOW LEOPARD