

Gerri Edwards

Cell: 864-363-0748 ● ecochicagent@gmail.com



Real Estate Professional/Sales & Office Manager

Charlotte ● Waxhaw ● Fort Mill ● Rock Hill ● Lake Wylie ● York

Value Offered

Over 30 years of experience leading sales organizations and profit goals.
Strong command of business protocols and experience conducting business with executives.
Expert relationship builder, channel developer, negotiator and sales strategist.

Key Skills

Complex Negotiations & Sales Cycles	Adapts quickly to learning models
Excellent Communication Skills	Analyzes Market Trends
Professional Organization Skills	Coordinates the Home Buying Process
Effective Problem Solver	Coordinates the Home Selling process
Meets deadlines	Searches Criteria of Clients Needs
Supportive Team Worker	Strategizes Marketing Resources
Committed & Reliable	Highly organized and detail oriented
DISC Personality Profiling	Energetic and strong initiative
Facilitated Interior Design for Customers	Accomplished in Networking Platform

Career Progression

Greenville SC, Charlotte NC,
Eastwood Homes 2010-present
Keller Williams Realty 2008-2010
Carol Pyfrom Realty 2006-2008
Regions Bank, 2005-2006
First Citizens Bank, 2003-2005
Macy's 2002-2003
Thomas Kinkade Art Gallery 2002
Little Sparrows Nursery School 1994-2001

Education

HS Diploma-Coral Shores HS
University of Wisconsin Stout- Childhood Development
Wyatt Real Estate Institute, 2006
Graduate Real Estate Institute, GRI 2009
Short-Sale Foreclosure Resource, SFR 2010
Greater Greenville Assoc. of Realtors
SC Assoc. of Realtors
National Association of Realtors
NHS of the Month Feb-2011
NHS of the Month Nov-2011
NHS of the Month Oct-2012
2013-NHS of the Month: Jan, March, April,
ABR, GRI, Green, Eco-Broker, SFR
Accredited Buyers Rep, ABR 2008
Green, 2009
Eco-Broker, 2010
NHS of the Month Sept-2011
NHS of the Month April-2012
NHS of the Month Nov-2012
2014-NHS of the Month: Jan, March, April, May, June, July.
2015-NHS of the Month: Feb, March, April, May, Oct, Nov, Dec.
2014 NHS w/the highest volume of closings.
Crown Club-2012
Platinum Club-2013
Platinum Club-2014
Crown Club-2015

Technology

MS Office (Word/Excel/PowerPoint/Publisher/One note), Windows, Top Producer, Online-Agent, Outlook, Website, URL, Widgets, Linked-In, Twitter, Facebook, Blogger, Activerain,

**Volunteer
Achievement
Highlights**

Volunteer High School Counselor. 1999-2002
Volunteer Coordinator for Hillcrest Middle School. 2003
Missionettes Leadership & Development Coordinator, 2000-2003
Sunday School Teacher for 8 years. 1992-2000
VBS Coordinator for 4 years. 1998-2002
“Habitat for Humanity” building homes in Charleston, 2008
“Habitat for Humanity” building homes in Fountain Inn, 2009
Greenville Chamber Member

All of these positions involved intense organizational skills, interpersonal skills, and an overall desire to exceed expectations. Gerri brings great dedication and a strong desire to succeed to her Clients and her Business

References

References:

Charlene Sylva-(864) 423-9858 Broker

Lindsay Saunders (864) 607-0479 Broker

Charlotte Sarvis (864) 346-9943

Liza Barroso (704) 343-1553

Confidentiality is a must as I am presently working at Eastwood Homes. I can give you more references upon request.