### **Holly Hamilton**

New York, NY | 390-555-0145 | hhamilton@email.com

#### **Summary**

Seasoned Sales Consultant with 15 years of experience who is responsible for leasing apartments to prospective residents by effectively demonstrating value in the features and amenities of the community and offering recommendations for maximizing sales efforts based on trends in traffic while making monthly sales goals.

#### **Education**

**Blue Bay State University**

*Marketing/Accounting*

#### **Experience**

##### **Crane & Jenkins Leasing, Sales Consultant**

##### **Jul. 2019 - Current**

* Provide thorough knowledge to prospective residents on the apartment, community and local area
* Research current market conditions and remain knowledgeable about area competitors
* Process all rental applications for approval, verify all pertinent information and submit to the manager for approval

##### **Upstate Rentals, Sales Consultant**

##### **Aug. 2015 - Jul. 2019**

* Established a presence within the local market through networking and social functions
* Created an outreach program to connect with residents that promoted resident activities
* Ensured that the sales office, models, vacant apartments and common areas met company standards

##### **Valley View Leasing, Sales Consultant**

##### **Jan. 2013 - Aug. 2015**

* Personally inspected apartments before move-in and reported any and all deficiencies to the property manager
* Followed up on leads for new sales opportunities with Realtors, locators, corporate housing providers and potential business relationships
* Demonstrated a sense of urgency with prospective and current residents in answering phone calls, responding to emails and following up on inquiries

#### **Certifications**

* Insurance License

#### **Skills**

* Sales
* Marketing