

AMAYRANI VANVOORHIS

Leasing Associate

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(905) 038-8434

123 Oak Street, Tulsa, OK 74101, USA



PROFILE

Results-driven Leasing Associate with 1 year of experience providing excellent customer service and strategic solutions to meet clients' needs. Adept at managing rental properties, negotiating lease agreements, and maintaining strong relationships with tenants. Demonstrated success in achieving high occupancy rates and driving revenue growth. Committed to enhancing client satisfaction and exceeding property management goals.

LINKS

[linkedin.com/in/amayranivanvoorhis](https://www.linkedin.com/in/amayranivanvoorhis)

SKILLS

Negotiation

Communication

Organization

Customer Service

Marketing

Financial Analysis

Property Management

LANGUAGES

English

Arabic

HOBBIES

Photography

Gardening

EMPLOYMENT HISTORY

Leasing Associate at Simon Property Group, OK

Feb 2023 - Present

- Successfully leased 50,000 square feet of retail space within six months, resulting in a 10% increase in occupancy rate and boosting the overall revenue of Simon Property Group by 15%.
- Negotiated and closed 20 high-value lease agreements with national and international retailers, generating over \$5 million in annual rental income for the company and enhancing the tenant mix of the shopping center.
- Implemented a targeted marketing strategy that attracted 10 new prospective tenants within three months, leading to a 25% increase in inquiries and a 30% conversion rate, ultimately contributing to the growth and success of the property.

Assistant Leasing Associate at Leinbach Company, OK

Aug 2022 - Dec 2022

- Successfully negotiated and closed 50 lease agreements within the first year, contributing to an overall 15% increase in occupancy rates for Leinbach Company properties in Oklahoma.
- Implemented an innovative marketing strategy that led to a 25% increase in qualified leads, resulting in an additional \$200,000 in annual revenue for the company.
- Streamlined the leasing process by introducing digital documentation and online applications, reducing average processing time by 30% and improving overall tenant satisfaction.
- Developed and maintained strong relationships with over 100 local businesses, leading to a 20% increase in referrals and contributing to the company's reputation as a preferred property management provider in the region.

EDUCATION

Associate of Applied Science in Leasing Management at Oklahoma City Community College, Oklahoma City, OK

Sep 2018 - May 2022

Relevant Coursework: Property Management, Real Estate Law, Leasing Fundamentals, Marketing and Advertising, Tenant Relations, Fair Housing and Ethics, Financial Management, and Maintenance Operations.

CERTIFICATES

Certified Apartment Leasing Professional (CALP)

Apr 2022

National Apartment Leasing Professional (NALP)

Jan 2021