

Rhodie Nova

Residential Property Manager

Profile

Dedicated Residential Property Manager with 1 year of experience in managing multi-unit properties, ensuring high tenant satisfaction, and maintaining optimal occupancy rates. Adept at handling tenant relations, rent collections, and property maintenance, while adhering to industry regulations and standards. Strong problem-solving and communication skills, with a keen eye for detail, resulting in efficient and streamlined property operations.

Employment History

Residential Property Manager at Crye-Leike Property Management, TN

Mar 2023 - Present

- Successfully increased occupancy rates by 15% within the first year of management, resulting in a significant boost in revenue for Crye-Leike Property Management, TN.
- Streamlined property maintenance processes, reducing average response time to tenant requests by 30%, leading to a high tenant satisfaction rate of over 90%.
- Implemented cost-effective marketing strategies that increased property visibility and attracted high-quality tenants, ultimately reducing tenant turnover by 20% and lowering vacancy-related costs.

Assistant Residential Property Manager at Real Property Management Investor's Choice, TN

Sep 2022 - Feb 2023

- Successfully streamlined tenant application process, reducing processing time by 25% and increasing tenant satisfaction rate to 90%.
- Implemented an effective rent collection system, resulting in a 15% reduction in late payments and a 10% increase in on-time payments.
- Managed a property portfolio of over 200 residential units, maintaining a 97% occupancy rate and a 5% annual growth in rental income.
- Oversaw the completion of over 50 property maintenance projects within budget and on schedule, improving overall property quality and increasing tenant retention rate by 8%.

Certificates

Certified Property Manager (CPM)

Dec 2021

Accredited Residential Manager (ARM)

Aug 2020

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📍 123 Oak Street, Nashville, TN 37203

Education

Bachelor of Science in Property Management at Middle Tennessee State University, Murfreesboro, TN

Aug 2018 - May 2022

Relevant Coursework: Property Valuation, Real Estate Finance, Property Law, Facilities Management, Construction Principles, Property Development, Asset Management, Property Economics, and Real Estate Marketing.

Links

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

Skills

Budgeting

Maintenance

Tenant Relations

Marketing

Negotiation

Legal Compliance

Yardi Software

Languages

English

Bengali