
Allison Rasheed

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Objective

To obtain a corporate level position in the sales/management, client services, and marketing fields using my vast experience and solid work ethic to achieve maximum results.

Computer Skills

- ▽ Microsoft Office Suite
- ▽ Flash Macromedia
- ▽ Adobe Acrobat
- ▽ YARDY Program System

Education

University of Phoenix
2009 – Present
B. S. in progress –
**Communications/Marketing
& Sales Communication**

Experience

8/2010 – Present

Marketing Representative/Administrative Assistant

Furniture Options, Little Rock, AR

Increased average monthly rental funds by 150% since employed. Conduct meetings and sales presentations with prospective clients for potential marketing accounts. Set up an internet advertising campaign to increase company revenue. Developed an extensive marketing program to increase interest and awareness for products and services. Prepared a pricing structure for furniture & accessories for showroom and customer catalogs.

6/2008 – 8/2010

Leasing Professional

Shadow Lake Apartments, Little Rock, AR

Exceeded the company lease quota by achieving 95% every month for over 2 years. Became the single point of contact within the apartment leasing industry to aid in developing and maintaining business relationships. Developed an annual marketing plan with company goals and met or exceeded those goals every year.

1/2007 – 6/2008

Leasing Professional

Valley Crossing Apartments, Little Rock, AR

Increased leasing occupancy above expectations from 85% to 92%. Became the top leasing professional by averaging 10 weekly leases. Attended trade shows, network affiliations, and apartment association functions. Researched & compiled data for team projects to assist in the development of the property.
