

# JASON REED

## Property Manager

City, ST  
email@example.com  
(123) 456-7890

### Property manager with expertise in tenant relations and cost control

Experienced property management professional with over nine years overseeing residential and commercial properties, driving occupancy growth, cost reduction, and tenant satisfaction. Managed portfolios of 200 to 500 units, increasing occupancy rates by 15% through targeted marketing and lease renewal strategies.

## Professional Experience

- March 2018 - Present

Property Manager

Elite Property Management | Orlando, FL

  - Increased occupancy rates by 20% through targeted marketing and lease optimization
  - Reduced maintenance costs by 15% by negotiating vendor contracts and optimizing service schedules
  - Implemented tenant engagement programs, improving retention rates by 25%
- July 2014 - March 2018

Assistant Property Manager

Sunrise Realty Group | Orlando, FL

  - Assisted in managing a portfolio of 500+ residential units
  - Conducted property inspections, reducing maintenance backlog by 30%
  - Streamlined lease processing, decreasing vacancy turnover time

## Education

**Bachelor of Science in Real Estate Management** University of Florida | 2014

## Key Skills

- Lease administration
- Tenant relations
- Budget and cost control
- Property maintenance oversight
- Vendor contract negotiations