

ROBERT SMITH

LCS Associate I

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Responsible for representing the community to prospective residents. Manages the occupancy process from first inquiry to receipt of deposit, to move-in in relation to the representation, negotiation and promotion of the community to that individual.

EXPERIENCE

LCS Associate I

Union Bank - 2007 - OCTOBER 2015

- Manages the occupancy process from first inquiry to receipt of deposit to move-in in relation to the representation, negotiation and promotion of the community to that individual.
- Works with the prospective resident, family members and key influencers (physician, attorney, trust officer, as appropriate) to facilitate a timely and beneficial commitment to the community.
- Attends monthly Care Associate and In-Service meetings.
- Contributes to a positive, healthy and safe work environment.
- Responsible for the professional handling of all incoming inquiries.
- Manages all information relating to the prospective resident or inquiry, such as communication with administration, communication with direct supervision and accurate documentation of all contact in the Salesforce System.
- Promotes the occupancy process through ongoing contact with a prospective resident via telephone, personal visits, tours and home visit activities, as appropriate.

LCS Associate

Delta Corporation - -

- Provide the Director of Marketing & Sales marketing planning information about opportunities or challenges,Used in the development of strategies for maintaining optimal occupancy levels.Fully understands and articulately represents all documents related to residency, including Residency Agreement, etc.Meet all occupancy objectives as outlined in the marketing plan.Interact with other departments, assuring that apartments are properly prepared for move-in and keeping all pertinent parties apprised of move-in dates and possible adjustments.Adheres to LCS marketing guidelines
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EDUCATION

- Bachelor's

SKILLS

Management, Organizing.