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Samantha Torres

Property Management Supervisor

Experienced property management supervisor with over five years of experience managing residential and commercial properties. Adept at handling lease negotiations, tenant communications, and maintenance operations. Proven track record of improving property occupancy rates and reducing operational costs through efficient management strategies.

CONTACT



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LinkedIn | Portfolio



Newark, NJ 07102

KEY SKILLS

- Team Leadership
- Lease Negotiation
- Budget Management
- Property Marketing
- Compliance Management

PROFESSIONAL EXPERIENCE

PROPERTY MANAGEMENT SUPERVISOR | URBAN LIVING, NEWARK, NJ
FEBRUARY 2019

- Oversee a portfolio of five residential buildings with a total of 300 units, ensuring adherence to leasing policies and regulations.
- Lead a team of four property managers and maintenance staff, providing training and support to enhance performance.
- Develop and implement marketing strategies that increased occupancy rates by 15% over one year.

PROPERTY MANAGER | DOWNTOWN PROPERTIES, NEWARK, NJ
APRIL 2016 – JANUARY 2019

- Managed all aspects of property operations, including tenant relations, rent collection, and maintenance oversight.
- Prepared monthly financial reports to inform owners and stakeholders of property performance.
- Handled lease agreements, renewals, and negotiations for new tenants, enhancing occupancy rates.

EDUCATION

- Bachelor's Degree in Real Estate Management, New Jersey Institute of Technology, Newark, NJ | June 2016