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Micaela Starr Carter

Experience Aug 2009 - Present Silhouettes, Inc. Model and Talent Agency Gray, TN **Promotional Model** Promote and create consumer awareness and demand Traveling around the southeast of the U.S. working with numerous markets including but not limited to; Army, Klondike, TUMS and Sprint; by delivering a live experience that reflects on the product or service Jan 2009 - Present Hendley Properties Statesboro, GA Leasing Consultant Oversee maintenance, renovations and rentals of 307 units • Collect accounts receivable and excess of \$300,000 a month Persuade perspective tenants to lease with Hendley Properties Oversee the signing and completion of leases Serve as a direct liaison between tenants, managers and owners Mar 2008 - Dec 2008 The Woodlands of Statesboro Statesboro, GA Leasing Consultant Handled all aspects of a leasing consultant including but not limited to securing the initial lease and capturing renewals Prepared monthly newsletters and move-in packages Handled all preparations for resident parties Performed property inspections Conducted roommate matches Turned and prepared apartments for move-in Conducted model and community tours Jan 2008- Mar 2008 The Woodlands of Statesboro Statesboro, GA **Marketing Coordinator** Assisted with overall advertising, planning and execution of marketing events for the apartment complex Assisted with housing fairs Provided creative input for the production of advertising and promotional material Created awareness of The Woodlands by distributing flyers throughout Georgia Southern's campus and the Statesboro community **Education** • Skills • Organizations Statesboro, GA Aug 2006 - Present Georgia Southern University Bachelor of Science in Public Relations expected in May 2010 Aug 2002- May 2006 South Gwinnett High School Snellville, GA College Prep Diploma Proficient in: Voyager, Yardi and Microsoft Excel Jan 2008- Present Society of Communication Scholars Aug 2006- Jan 2008 Zeta Tau Alpha

Micaela Starr Carter

Reference Page

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Mitch Fender The Grove General Manager (912)-531-8887

Kim Hanberry Providence Christian Academy Teacher (770)-682- 3530 <u>kim@thehanberrys.com</u>

Cindy Hansen Retired (386)-673-2893 (404)-561-0082 crhansen@bellsouth.net