

LISA HUNDT

OFFICE MANAGER



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PROFESSIONAL EXPERIENCE

Lisa Hundt joined RESOURCE Commercial Real Estate, LLC in May 2005 as an Associate / Senior Marketing Specialist after spending 9 years with CB Richard Ellis as a Marketing Specialist. As an Associate, Lisa is an integral part of the RESOURCE Commercial Real Estate client service delivery model. She serves as a client liaison, managing projects and providing clients with ongoing updates on current market conditions, new developments, and various tenant advocacy issues in a timely fashion. In this capacity, Lisa plays a significant role in the client relationship on a day-to-day basis, arranging property tours, developing Request For Proposals, preparing financial analyses, and following up with the client.

Lisa specializes in marketing, with emphasis on page layout and design to promote the professional image of the company. Lisa coordinates the development of marketing materials, and facilitates communication between the client and the team. Her knowledge of software design programs allows her to efficiently create and deliver first class customized marketing materials for every project. Her knowledge of the Indianapolis market and the real estate industry enables her to listen, question, and understand each assignment thus maximizing her value to the client.

EDUCATION

Ms. Hundt earned a Bachelor of Sciences in Management and Marketing from Indiana University South Bend, Indiana.

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PROFESSIONAL AWARDS / ACHIEVEMENT

- CB Richard Ellis' Outstanding Achievement in Marketing, 2003

PROFESSIONAL AFFILIATIONS / INVOLVEMENT

- Licensed Indiana Real Estate Broker

TRAINING

- Salesperson Course - Tucker School of Real Estate
- Adobe PhotoShop
- Adobe InDesign
- Adobe Illustrator

COMMUNITY ACTIVITIES

- Active participant in local volunteer work affiliated with the American Cancer Society
- Active benefactor of the local United Way