



Rachael Kimsey

SENIOR BROKERAGE COORDINATOR | OFFICE PROPERTIES DIVISION

CUSHMAN & WAKEFIELD OF ARIZONA

SUMMARY:

Rachael's primary role is to coordinate the marketing efforts for the East Valley Office Broker Team and to assist with the day-to-day leasing and sales goals of the Team.

HISTORY:

Rachael has been in the commercial real estate field since 2002, beginning her career with Insignia/ESG's property management team. After joining Trammell Crow Company in 2003 she changed directions to focus on the Leasing Services Division. In 2006 she joined Cushman & Wakefield as a Senior Brokerage Coordinator in the Office Properties Division.

RESPONSIBILITIES:

- Act as a secondary contact for owner/broker/tenant inquires
- Create property brochures, postcards, aerals, competitive sets and other marketing pieces
- Package property information for tour packages and presentation purposes
- Prepare and update Listing Agreements and Activity Reports
- Maintain property listing information and marketing database
- Coordinate the billing and timely payment of lease commissions

EDUCATION:

- Bachelor of Arts degree in Social Science from Biola University