

Nancy Martinez

• Aurora, IL 60502 •

Summary

Focused, diverse, efficient and reliable professional with 10 plus years in various industries. Experience in sales and education with brands and products. Initiate process improvements that contribute toward organizational effectiveness, end user satisfaction and connection. Influential communicator able to gain people's trust, confidence, and loyalty. Organized project manager skilled in accomplishing ambitious tasks simultaneously and well. Resourceful, productive, and highly effective.

Experience

Real Estate Agent

NextHome Acosta Real Estate, Aurora, IL. April 2020 to present

- Assisting clients with selling and buying real estate
- Performed comparative market analysis to estimate property's value for sellers
- Developed a network between lenders, lawyers, and clients in both English and Spanish

Keller Williams Infinity, Naperville, IL. May 2019 to April 2020

- Assisting clients with selling and buying real estate

Community Navigator

Invest Aurora, Aurora, IL. August 2021 to December 2021

- Outreach to underserved businesses to make them aware of the Illinois B2B Program
- Technical assistance to small business owners to apply for B2B Program

Retail Manager

Sephora, Naperville & Geneva, IL August 2015 to April 2019

- Developed educational material for incoming make up artist
- Responsible for a team of 5 artists and 1 Senior Artist
- Handled client complaints and reached out to clients to make situation better

Account Manager

Tie National Accounts, Aurora, IL. February 2007 to 2015

- Personally worked on project that saved a nonprofit organization over \$1.1M in 16 months
- Prepared content and presentations for 4 annual customer conference
- Customer GMP increased an average of 5% per order each year for 3 years