

# **ANNA PATRICIA C. LABUANAN**

## **My Contact:**

E-mail: apple.aida@gmail.com  
Contact Number: +639539177046  
Address: 419 Rizal St. Upper Jasaan, Jasaan,  
Misamis Oriental, Philippines 9003

## **Eligibility:**

Professional Real Estate Sales Person License  
Professional Regulation Commission  
#11472

## **Educational Background:**

College:  
Bachelor in Elementary Education  
Colegio De Santo Niño De Jasaan  
(2015-2016)

Secondary:

Jasaan National High School  
(2006-2007)

Elementary:

Jasaan Central School  
(2003-2004)

## **Skill**

- Administration support
- Property Management
- Innovative Marketing Strategist
- Digital Marketing
- Sales Presentation
- Sales Closing
- Contract Preparation
- Meeting Coordination
- Marketing Material Development
- Proficient in Microsoft Office
- Works well independently

## **Work Experience:**

### **Property Sales Specialist:**

March 2016 to Current  
Company Name: Avida Land Corp-Ayala Land Inc.  
Address: 3<sup>rd</sup> Floor Ayala Centrio Mall, Avida Towers  
Aspira Office, Cagayan De Oro City

### **Keys and Responsibilities:**

- Assisted clients with preparing their homes for sale by offering advice on staging and minor improvement that increase value.
- Utilized social media marketing strategies to promote properties, reaching a wider audience and increasing inquiries.
- Maintained an up-to-date knowledge of local market trend, allowing for accurate pricing recommendations for clients.
- Contacted clients to set-up appointment, monitor satisfaction levels and up sell additional offerings.
- Managed customer relationships through consultative sales techniques to attain individual sales goals.
- Closed large sales to exceed quota and align with company targets.

### **Major Achievements and Certifications:**

- National Real Estate Association Inc. Training (February 11-12, 2022)
- Top 2 in Reserved sale (May 2016)
- Top 1 in Booked sale (March 2018)
- 65% Target to be Contender for Avida's Finest 2021
- Top 3 in Committed Sales for the Year 2022
- Achieving Sales Target for the year 2023
- Property Management Training (July 1-2, 2016)
- PRC Accredited Sales Person

### **Language:**

Fluent in English