

# TAMIKA JACKSON

## Objective

Improving the quality of life for marginalized people and communities through education, sustainable development and affordable home ownership.

## Professional Experience

### **Noir Realty KY**

Louisville, KY 2021 - present

**Principal Broker/Co-Owner/Realtor**  
**Kentucky Brokers License # 216518**

### **The Key Group of Louisville**

Louisville, KY 2018 - present

### **Principal Broker- Realtor**

- \*Oversee daily operations and support for licensed agent, clients, and prospects.
- \* Assist investor clients with marketing and leasing of scattered residential homes throughout Louisville Metro Area
- \*Ensure compliance with local, state and federal laws in relation to contracts, procedures, fair housing, etc.
  - Conduct tenant screening process of prospective tenants
  - Complete proper lease paperwork and correspondence to be submitted to Louisville Metro Housing Authority
  - Meet with local housing and code inspectors as scheduled
- \*List and show residential and multifamily properties for sale
  - Meet with prospective buyers of properties with showing requests
  - Conduct and submit sale comps to sellers of various residential properties
  - Assist with process and follow through of pending sale until close

### **RPM Management LLC**

Louisville, KY 2016 - 2017

### **Realtor**

- List and show residential and multifamily properties for sale
- Meet with prospective buyers of properties with showing requests
- Conduct and submit sale comps to sellers of various residential properties
- Assist with process and follow through of pending sales

### **The Key Group Realty**

Louisville, KY 2013 - 2016

### **Principal Broker**

- Responsible for all activities related to selling and leasing of properties
- Responsible for all transactions and required contracts, paperwork and documentation related to agency
- Maintain compliance and regulations with Kentucky Real Estate Commission and Greater Louisville Association of Realtors
- Account and maintain proper reporting and notice to clients within a timely manner

### **Keller Williams Realty**

Louisville, KY 2010 – 2013

### **Realtor**

- List and Sell Residential Real Estate
- Meet with prospective buyers and sellers on residential property listings
- Actively promote and show homes throughout Louisville Metro Area
- Follow through with process of closings

### **Residential Consulting Services**

Louisville, KY 2005 - 2010

### **Residential Investor Consultant**

- Assist investor clients with marketing and leasing of scattered residential homes throughout Louisville Metro Area
- Conduct tenant screening process of prospective tenants
- Complete proper lease paperwork and correspondence to be submitted to Louisville Metro Housing Authority
- Meet with local housing and code inspectors as scheduled

**C.A.R.E incorporated/NDC/SOCAYR Management** – Louisville, KY 2000 – 2003

**Property Manager**

- Oversee daily operations in leasing and maintenance of Low Income Housing Tax Credit scattered site developments consisting of 13 entities totaling 291 units
- Responsible for overseeing and directing leasing and maintenance staff, rental collections, initialize eviction proceedings, tax credit file compliance, proper reporting to Kentucky Housing Corporation
- Monthly meetings with owners on monthly reporting, budget, etc

**KOHNER properties/NEF Management, Inc** – Louisville, KY/Kansas City, MO 1996-2000

**Property Manager**

- Oversee daily operations in leasing and maintenance of HUD assisted housing and Low Income Housing Tax Credit Scattered Site Developments consisting of approximately 200 units
- Maintain file compliance and annual reporting to Missouri Housing Agency
- Meet with contractors and oversee bidding process and turnover of vacant properties
- Meet with Kansas City Neighborhood Alliance Board of Directors monthly to discuss progress and planning of future developments
- Submit weekly and monthly reporting to corporate office in St Louis, Missouri

**EDUCATION**

Broker Management, A-Pass Weikel, Louisville, KY

Real Estate Course, Home Services, Louisville, KY

Associate Business Administration, Indiana Wesleyan, Louisville, KY

**PROFESSIONAL ASSOCIATIONS & AFFILIATES**

Greater Louisville Realtors Association

National Association of Real Estate Brokers

Metro Louisville Landmarks Commissioner

Parkland Business & Development Association

**REFERENCES AVAILABLE UPON REQUEST**