

Barbara Kettlewell

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Experience

Home Sales Executive

Linden Homes September 17 to Present

Meeting and greeting potential buyers for new build property sales. Securing the sales from reservation to legal completion, introducing nominated mortgage advisors and panel solicitors. Guiding the clients through the customer journey including colour choices, optional extra choices, pre-plaster meeting, home demonstration, hand over on the day of legal completion followed up with a courtesy visit.

Managing the external sales enquiries from website's, Facebook and telephone enquiries. Maintaining the appearance of the show homes, gardens and information boards/displays, external flags also any stock properties.

Persimmon Homes August 2015 to September 2017

Securing sales from reservation to legal completion. (As above)

Gentoo Homes December 2014 to August 2015

Securing sales from reservation to legal completion. (As above)

Miller Homes December 2007 to December 2014

Securing sales from reservation to legal completion. (As above)

Haslam Homes July 2004 to December 2007

Securing sales from reservation to legal completion. (As above)

Previous positions held with Harron Homes and Wilcon Homes which both companies ceased building in the Teesside area.

References are available on request

I have had 3 years' employment managing Charlton's Estate Agents for the proprietor Mr. Mike Charlton for his then Darlington office which is now closed.

I have also had 4 years' experience of Running my own Public House.

Education

Boynton Comprehensive School, Hall Drive, Middlesbrough.

GCSE in History, English

Date of Birth

25th of June 1963

Interests

I have passed a Padi open water scuba diving course and I like to ride my Honda motorcycle.

Additional information

I hold a full clean driving license.