

Katherine is a Senior Client Services Coordinator at Voit Real Estate Services. She's driven, vigorous, and a dedicated professional, bringing over ten years of experience providing comprehensive administrative and operational support to C Level Executives. Having experience in the residential, insurance, and commercial real estate environment, Katherine is able to tailor her skills to meet the needs of varying clientele. As a Senior Coordinator, she has implemented new processes to improve efficiency as well as organized multiple staff bonding events as well as provided increased productivity in her assigned roles. Katherine demonstrates excellent communication skills with prospective and existing clients and has increased customer and employee satisfaction. Her expertise in Commercial Real Estate and project coordination, make her an invaluable asset to Voit Real Estate Services.

Katherine attended Baylor University in Texas for her undergraduate education and received her Bachelor of Arts from Hope University in Fullerton, California. During her college years, she served on the FRG (Family Readiness Group) at Fort Hood, Texas where she provided aid and support to military families. There she attended leadership training, created weekly newsletters, and organized companywide events. After moving back to California, she then served as an executive assistant to the CEO of Majestic Realty and several Senior level Executives. She was able to lead and participate in an organization called Land of the Free Foundation, which is committed to supporting and providing financial resources that help our armed service personnel and their families, as well as our veterans transitioning into civilian life after active duty.

In addition to her duties as a Senior Client Services Coordinator, Katherine is active in many organizations within her community. She is part of Ruck for Vets which helps bring awareness to Veteran mental health issues. Additionally, she has volunteered over 3 years as a Coach at her local Baseball Little League. She also volunteers to promote young adults to vote in her district during upcoming elections and assists with events that target young adults to get them to participate in the voting process.