**LEE THORNTON**

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**EDUCATION**

**Bachelor of Science in Commerce and Business Administration**, May 2021

The University of Alabama, Culverhouse College of Business, Tuscaloosa, AL

Major: Finance Minor: Real Estate

GPA: 3.89/4.0 Major GPA: 3.30/4.0

*Dean’s List, President’s List, University Honors College*

**RELEVANT WORK EXPERIENCE**

**Leasing Consultant/Property Management Intern,** July 2018 – Present

*Weaver Rentals LLC,*Tuscaloosa, AL

* Manage day to day operations for over 400 bedrooms. Including marketing, promotion, system operations, maintenance, and budgeting.
* Fill vacancies, negotiate and enforce leases, and maintain and secure premises.
* Schedule showings, run credit checks, and send leases via Adobe Sign

**Switchboard Operator and Advertising Clerk**, November 18, 2017 - May 12, 2018

*Phifer Incorporated,* Tuscaloosa, AL

* Helped plan advertisement for expos around the country
* Published brochures and shipped them to clients around the country
* Handled day to day activities in logistics department

**5s Department**, June 1, 2017 – August 15, 2018

*Phifer Incorporated,* Tuscaloosa, AL

* Project management in planning/designing work spaces for employees
* Improved existing conditions to make workplace more desirable
* Day to day equipment maintenance

**LEADERSHIP EXPERIENCE**

**Delta Waterfowl Capstone Chapter President,** August 2019 – Present

* Formed a committee of 32 volunteers around campus
* Planned a banquet for over 300 people
* Raised over $20,000 two years in a row in efforts to conserve ducks
* Managed over a $40,000 budget

**Recruitment Chair**, January 2019 - 2020

 *Kappa Alpha*, The University of Alabama, Tuscaloosa, AL

* Serve as the director for all recruitment events, including recruitment workshops, to inform and discuss with all chapter members issues and procedures pertaining to recruitment
* Create a team-based recruitment structure in order to get more members involved in the recruitment process

**Alumni Chair,** January 2020 – Present

*Kappa Alpha,* The University of Alabama, Tuscaloosa, AL

* Successfully started an alumni newsletter, keeping alumni up to date on current events and achievements
* Organized a career fair with over 15 businesses lead by alumni
* Put together a fundraiser and successfully raised $10,000 for project K.A.R.E

**ACTIVTIES, SERVICE, HONORS**

**Member:** Kappa Alpha Order, Honors College, Mentoring Program, Alabama Finance Association

**Service:** Black Warrior River Cleanup, Tuscaloosa VA, Hillcrest High Student Mentor

**Honors:** The National Society of Collegiate Scholars, Honors College, Culverhouse Real Estate Society

**COMPUTER SKILLS**

Microsoft Office Suite, Adobe InDesign, Illustrator, DocuSign