



LIGHTLE BECKNER ROBISON

• I N C O R P O R A T E D •

COMMERCIAL REAL ESTATE SERVICES

Leaders By Performance



Rhonda S. Butler

Brokerage Administrator, Licensed

Rhonda began her career in the Printing/Graphic Arts industry, working in several capacities in her family-owned printing business. She spent her early career years working and experiencing all aspects of running a small business. She changed career direction in January, 2004 moving into the real estate industry which has always held her interest.

Rhonda's primary responsibilities at Lightle Beckner Robison, Inc. focus on Administrative Support for the Brokerage arm, Lightle Beckner Robison, Inc., Inc. Her key contributions include: researching properties using demographic and income reporting, obtaining detailed land and building information and determining comparable properties for valuation. She also uses these research methods to assist the brokers in their site selections and Broker Opinion of Value requirements. Rhonda's real estate associate license qualifies her to provide a more extensive range of real estate services to the brokerage.

The flexible Brokerage Administrator role also requires responsibilities in other areas including: monitoring and documenting listing activities, corresponding with clients and handling a variety of their requests, creating property and company marketing materials, website marketing and maintenance of all listing information, newsletter production, postcard mailings and showing properties in broker's absence.