

Angelika Morgan

2572 Woodson Road
Baldwin City, KS 66006
(785) 210 5089
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EXPERIENCE

Kansas Belle Dinner Train – Reservation Director

09/01/2017 - Present

Taking Reservations, Organizing, Customer Service, Seating, responsible for Dinners and Combinations, Setting up Entertainment Schedules & Entertainment Teams

Reece & Nichols Cornerstone Realty LLC – Broker/Owner

11/2005 - 12/2016

Broker/Owner of a Real Estate Company out of Junction City, KS

Client & Customer Service, Listing and Selling Homes, Supervising Staff, Property Management and Transaction File Supervising

Century 21 – Realtor

4/2003 - 11/2005

Listing and Selling Homes, Customer and Client Service. Putting together Transaction Files

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EDUCATION

GTZ – Eschborn/Germany

1985 - 2000

Apprenticeship for Administrator (3 years) - after Diploma - Administration Manager for an IT-Department in the same company

Filing, Data input, Organizing Meetings, Staff, Books, Secretarial work, Administration

Dr Richter Gymnasium/Germany – High School Diploma

1985

SKILLS

Administration, Organizing, Managing, Selling, Customer Service

AWARDS

Apprenticeship Diploma,
Real Estate License,
Broker License