

Shelbi Quinn

Executive Assistant to Chairman



Scope of Services

In addition to managing and coordinating Mr. Merin's schedule and client relations, Mrs. Quinn assists the brokerage department in providing transaction and advisory services for tenants and landlords.

Background & Experience

Mrs. Quinn joined NAI/Merin Hunter Codman in April 2011. Shelbi Quinn has worked in the Real Estate Profession since 2007. Mrs. Quinn serves as Mr. Merin's Executive Assistant with responsibilities including administrative tasks, preparing listing presentations, coordinating and conducting showings, market and property research, client relations, as well as work with and maintain confidentiality of confident information and materials. Prior to joining NAI/Merin Hunter Codman, Mrs. Quinn was a Residential Real Estate Broker with duties consisting of listing properties for sale, MLS data entry, overseeing inspections, coordinating and showing clients potential properties, and working with title companies and clients to ensure successful closings.

Education

Mrs. Quinn is a graduate of Mississippi State University and holds a Bachelor of Science in Real Estate. Mrs. Quinn worked as a Residential Real Estate Broker at Century 21 in Columbus, Mississippi from February 2008 through March 2011.

Professional Affiliations

Mrs. Quinn serves on NAI/Merin Hunter Codman's social service committee coordinating corporate volunteer initiatives/days for organizations such as but not limited to:

Adopt-A-Family/Santa's Workshop
American Heart Association
Big Heart Brigade (Thanksgiving Dinners for the Hungry)
Easter Seals
Habitat for Humanity

Junior Achievement
Paint Your Heart Out, Solid Waste Authority
Palm Beach County Environmental Resources
Place of Hope
United Way of Palm Beach County