

Shelbi Quinn

Executive Assistant to Chairman



Scope of Services

Specialty in managing and coordinating Mr. Merin's schedule and client relations.

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, 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