



Anne Rooks
Property Manager
919.866.4269 direct
anne.rooks@tlgcre.com

RESPONSIBILITY ON THE TEAM

As a Property Manager, Anne provides management services for a portfolio of office buildings in the Raleigh area, focusing on providing excellent service to owners and tenants. Responsibilities include financial accountability for the properties, development and implementation of budgets, and assisting the department with day-to-day operations as well as handling maintenance, marketing and tenant retention issues.

CAREER SUMMARY

Anne began her career in the real estate industry as a mortgage loan processor in Richmond, Virginia. She also spent five years working the telecommunications industry as a Project Manager, assisting companies such as Nextel, Verizon, Cingular and SunCom in locating and leasing space for their equipment. She joined Grubb & Ellis|Thomas Linderman Graham in 2006 as a member of the company's Client Service Department.

EDUCATION

- Randolph-Macon College - Bachelor of Arts degree, Business/Economics
- Licensed Real Estate Broker, North Carolina
- Notary Public, North Carolina

PROFESSIONAL RECOGNITIONS

- 212 Degree Award, 2006, Grubb & Ellis|Thomas Linderman Graham