

Hattie Wilson

(863) 207-3495

Hattie.Wilson5@aol.com

PROFESSIONAL SUMMARY

Accomplished and versatile professional with over 40 years of experience spanning real estate, leadership, and various industries. Expertise includes project management, real estate sales and evaluation, team development, and client relations. Proven track record in leading organizations, managing operations, and delivering results in diverse fields such as funeral services and housing advocacy. Strong interpersonal skills with commitment to community development and continuous professional growth.

EXPERIENCE

EVALUATOR

Hartland Private Industry Council | Bartow, FL

Early 70's

- Reviewed complaints of mistreatment of employees across various companies.
 - Provided assessments and recommendations to improve workplace environments and practices.
-

FILE CLERK

State Farm | Winter Haven, FL

Late 70's

- Managed and organized client files, ensuring all records were properly stored and maintained.
 - Assisted in data entry, filing, and office organization to ensure smooth operations.
-

CHIEF ESTIMATOR

Discount Fence Company | Orlando, FL

Early 80's

- Led the estimating process for residential and commercial fencing projects.
- Analyzed project specifications and developed cost estimates for clients, ensuring competitive pricing and profitability.
- Managed vendor relationships and subcontractor negotiations.

Hattie Wilson

(863) 207-3495

Hattie.Wilson5@aol.com

REAL ESTATE PROFESSIONAL

Various Locations | Over several decades

- Over four decades of experience in the real estate industry, including roles as a Realtor and real estate investor.
 - Extensive knowledge of property evaluation, sales strategies, and market trends.
 - Assisted clients in buying, selling, and renting residential properties, offering expert advice and personalized service.
 - Utilized market data to negotiate competitive deals and ensure client satisfaction.
 - Successfully closed numerous high-value transactions and built lasting client relationships.
-

CEO

*James C. Boyd Funeral Home | Winter Haven, FL
2000 – 2016*

- Oversaw all operations of the funeral home, including financial management, staffing, and customer service.
 - Ensured the highest level of service for grieving families while maintaining a respectful and professional environment.
 - Managed budgeting, marketing, and local community outreach initiatives.
 - Served on the Board for AHAC (Affordable Housing Advisory Committee) for Polk County and Winter Haven, FL, helping drive local policy and housing development initiatives.
-

COMMITTEE MEMBERSHIPS

Committee Member

Affordable Housing Advisory Committee (AHAC) – Polk County, FL

- Works with local leaders to address housing concerns and develop affordable housing solutions in Polk County.

Committee Member

Affordable Housing Advisory Committee (AHAC) – City of Winter Haven, FL

Hattie Wilson

(863) 207-3495

Hattie.Wilson5@aol.com

- Advocates for affordable housing projects and worked on local government housing policy.
-

VOLUNTEER WORK

President

Our Community Voice | Winter Haven, FL

Over 7 years

- Lead and coordinate efforts to address local issues, advocate for community development, and build relationships with local leaders and organizations.
- Oversee outreach programs aimed at improving community resources and services.

Volunteer

Nonprofit Organization – Food Drive Promotion | Winter Haven, FL

2021 – Present

- Volunteer with a nonprofit organization to promote and organize community food drives.
 - Work with local businesses, schools, and volunteers to collect and distribute food to families in need, supporting local hunger relief initiatives.
-

EDUCATION

Associate's in business

Polk College | Winter Haven, FL

CREDENTIALS

- **Real Estate License**
 - Licensed Realtor, Florida, Since 1973
-

SKILLS

- Real Estate Sales & Negotiation
- Project Estimating & Budgeting

Hattie Wilson

(863) 207-3495

Hattie.Wilson5@aol.com

- Leadership & Staff Development
 - Customer Service & Client Relations
 - Community Outreach & Policy Advocacy
-

CERTIFICATIONS

- Real Estate License
-

References available upon request