



Kathy Waddell

Lease and Property Administrator

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Area of Expertise

As a Lease and Property Administrator with the Real Estate Management Services (REMS) division, my role is to support the property managers in REMS operations and maintenance of Colliers | South Carolina's growing property management portfolio. Additionally, I am responsible for abstracting and understanding leases, pulling reports and reconciling budgets.

I am a team player, quick to learn and always eager to lend a hand, keeping customer service top of mind. Our landlord clients' tenants know they can count on me for being responsive, solutions-oriented, detail-oriented and helpful.

Business and educational background

I graduated from the Stuart School of Business Administration in Wall, NJ under the Legal Secretarial Curriculum.

I have 30 years of experience working in the administrative arena for various commercial real estate companies, a law firm and a recruiting firm. I was a Property Administrator for Colliers in Columbia, SC from 2008-2012 before moving out of state. I am excited to return to both Columbia and Colliers in this role.

Community Involvement

Outside of the office, I am keeping up with my favorite football teams, the New York Giants and South Carolina Gamecocks. I enjoy spending time with my family, especially my grandson. I am a big supporter of St. Jude Children's Research Hospital and dog rescue organizations.

Education or Qualifications

Stuart School of Business
Administration

Specializations

Real Estate Management
Services