



Rebecca Ruben, CPMC, CPRC

Senior Client Project Specialist |
Houston
Occupier Services

rebecca.ruben@colliers.com
Main: +1 713 830 2111
Direct: +1 713 830 2101
colliers.com

1233 West Loop South
Suite 900
Houston, TX 77027

Education & Qualifications

Bachelor of Applied Science,
Texas State University

Licensed Real Estate Sales
Agent, Texas

Certified Real Estate and
Business Sales Representative,
Western Australia

Inbound Certified, HubSpot
Academy

Smartsheet Certified User,
Smartsheet Academy

Commercial Property Marketing
Certification (CPMC), Colliers
University

Commercial Property Research
Certification (CPRC), Colliers
University

Area of Expertise

Rebecca joined the Colliers Houston office in 2012 and has since worked as a Client Service Coordinator, Property Manager, and Leasing Agent.

As a Senior Client Project Specialist, Rebecca is responsible for creating and maintaining marketing materials and campaigns, listing agreements, pitches, proposals, site tour coordination, market research, online database maintenance and tracking deals, client support and contract/lease administration.

Rebecca's expertise includes budgeting, marketing, finance and transaction negotiation, tenant retention, and lease administration. She consistently creates measurable value for her clients

Rebecca spent three years at Colliers in Perth, Western Australia specializing in commercial asset management for both institutional and private owners. Institutional clients included AMP Capital, Investa Office Fund, VALAD and GE Real Estate. Rebecca's focus was on rental collection, tenant retention, budgets, lease administration and oversight of capital improvement projects.

Business and educational background

Colliers Project Coordinator – Houston

Colliers Property Manager – Houston

Managed industrial assets for institutional and private owners.

Colliers International Property Manager – Perth, Western Australia

Portfolio included over half a million square feet of office buildings in Perth's CBD, including one of Perth's landmark buildings.

Colliers Leasing Associate – Houston

Leasing, marketing and portfolio management for senior leasing team representing landlords.

Portfolio included 2 million square feet of office and retail properties in 4 major markets in the Greater Houston Area. Created database and marketing platform for team that led to a successful leasing campaign for all listing assignments.

McCord Development Leasing Administrator – Houston

Acting Director of Leasing for half a million square foot asset. Designed and implemented marketing campaign.

Braun Enterprises Property Manager – Houston

Management of multiple industrial and retail properties.

Professional Accomplishments

- Project Manager for a leasing team that represents over 3 million square feet in four different markets in the Greater Houston Area
- Increased monthly rental collection by 11% in first three months at new property
- Maintained less than 2% arrears
- Less than 2% variance between actual spend and budget for multiple assets managed