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Jennifer Conyers

Office Administrator

VanTrust Real Estate, LLC

Dallas, TX

As the Office Administrator for the VanTrust Dallas office, Jennifer provides support for the entire team as well as assisting in administrative aspects of development projects from start to finish. On top of these duties, she assists in marketing and event planning.

Prior to joining VanTrust, Jennifer spent several years as a Property Administrator with Cushman & Wakefield. Two properties she managed were The Offices 1 and 2 in Frisco, owned by VanTrust. Jennifer brings over 6 years of commercial real estate experience with her, including managing over 2 million square feet of Class A buildings around the Dallas market. She has expertise in handling all accounting for the properties she managed, from AR/AP, to late letters, property accruals and account reconciliations. Her other duties were to oversee all contracts and vendor relationships and plan and execute any and all tenant events.

Jennifer took several courses at Texas Woman's University prior to gaining her experience in Commercial Real Estate. She resides in Dallas with her husband and her son.
