



Board Appointment Form

City Clerk


Submitted On:

Nov 1, 2023, 11:06AM MDT

Appointing Office	Representative Joe Molinar, District 4
Agenda Placement	Consent
Date of Council Meeting	Tuesday, November 7, 2023
Name of Board	Zoning Board of Adjustment
Agenda Posting Language	Appointment of Jorge E. Leon to the Zoning Board of Adjustment by Representative Joe Molinar, District 4, as an alternate appointment.
Appointment Type	Alternate
List the nominee's qualifications to serve on this Board	Real Estate
Nominee Name	Jorge E. Leon
Nominee Date of Birth	[REDACTED]
Nominee Email Address	[REDACTED]
Nominee Residential Address	[REDACTED]
Nominee Primary Phone Number	[REDACTED]
Which District does the nominee reside in?	District 1
Does the appointee have a relative working for the City?	N/A
Has the appointee been a member of any other city boards?	N/A
List all real estate owned in El Paso County	[REDACTED]
Previous Appointee	Marcia Heller
Reason for Vacancy	Term Expired
Date of Appointment	November 07, 2023

Term Begins On	October 01, 2023
Term Expires On	September 30, 2025
Term	1st Term
Upload File(s)	Jorge Leon Resume.doc

Jorge E. Leon



PROFESSIONAL EXPERIENCE

Leon Realty Group, LLC.

REAL ESTATE BROKER/OWNER

April 2006 thru Present

Real estate sales, leasing & property management. Mentor, trainer & coach to 15 agents. Licensed in Texas & New Mexico.

El Paso Holiday Inn Express & Suites Airport/
El Paso Residence Inn

September 2011 to April 2014

GENERAL MANAGER

Operate a 96 room all suite hotel with a staff of 21 employees. Properly managed expenses making sure our flow was in line with our revenue and expenses. On going training of staff on company policies, and safety related issues. Deeply involved in sales with Director of Sales and Revenue Management team utilizing Hotel industry reports.

Maintain excellent communication with Regional director thru weekly reports and conference calls. Increased employee moral and guest satisfaction to exceed company expectations.

El Paso Chase Suites

April 2007 to August 2011

GENERAL MANAGER

Increased all GOP Margins to 56%. Maintained Guest Satisfaction over 85%. Increased Employee Satisfaction from 60% to 85%. Employee Relations for 50 employees. Operated \$ 5 Million Budget 200 room all suite hotel. Maximized productivity and reduced labor in Housekeeping and Maintenance Departments. Maintained excellent employee moral thru team work, incentives, and company pillar training program which helped us increased and maintained outstanding scores .

El Paso Chase Suites

January 1997 to March 2007

DIRECTOR OF SALES

Prepared annual department budget, worked closely with General Manager in revenue meetings and strategies to maximize profit. Utilized Hotelligence, Star, and Rate view reports to determine our position in the market and how to improve it. Supervised, motivated, trained, and assisted sales managers in negotiations, sales blitz, and Marketing Plan goals and objectives. Held weekly meetings, review top accounts, created reports for GM and National Sales Director. Developed excellent communication with competitors and Convention Visitor Bureau to obtain leads always representing the hotel in a professional manner.

EDUCATION

University of Phoenix Santa Teresa, NM. Campus
Degree in Business Administration

Graduated Dec. 1996

ABR Designation

2015

MRP Designation

2015

AWARDS, ACHIEVEMENTS & ORGANIZATIONS

Texas Realtor Leadership Program Graduate

2023

Greater El Paso Association of Realtors (GEPAR) Treasurer

2022 - present

Accelerated Professional Education Instructor

2016 – 2020

Property Management Committee member at GEPAR

2019 - 2021

WCR El Paso Chapter Governing Board

2016 – 2018

Board Member of the El Paso Hotel Motel Association

2009 - 2020

Board Member for the El Paso Cancer Society

2005 - 2009

Top Class Dale Carnegie Course and Assistant Instructor

1999 – 2001

References Available Upon Request