

Errol Morris, Real Estate Agent

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Place of birth	San Antonio	Driving license	Full
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PROFILE Six-year Licensed Realtor of residential and commercial sales. Increased sales by an average of 19% yearly and an expert in integrating new customers and planning. Proficient in negotiation, client analysis, market research, and contract drafting. Considered as part of the top 10% for listings taken and sold in 2018 of the Nevada Sales Award recipients.

EMPLOYMENT HISTORY

Jan 2019 — Nov 2020 **Real Estate Agent, Luxury Living Properties** Century

Through implementing new software reduced the closing time by 19%. Reduced workload by 32% by assisting real estate property manager with new property acquisitions

- Keep up to date with industry news and local and regional market activity
- Review the daily MLS Hot Sheet or Activity Report to research active, pending, and sold listings.
- Completing, submitting, and filing paperwork such as real estate documents, agreements/contracts, and records with appropriate state agencies.
- Answering incoming emails and phone calls.
- Keep social media profiles, websites, and blogs up to date.
- Cultivate marketing plans by creating pamphlets, newspaper advertisements, and other marketing mediums.
- Develop plans on hosting appointments, showings, open houses, and meetings with other Real Estate Agents and new and old clients.
- Meet up with sellers and understand their needs with new listings.
- Establish your skills, such as marketing abilities, negotiation competence, and knowledge of the market.
- Prepare listings for advertising by taking photos of the properties, inside and outside.
- Use listing services to list properties.
- Compare properties to determine an asking price by researching the current local market.

Jan 2012 — Jun 2019 **Real Estate Agent, Remix Real Estate** Manhattan

Expert in planning and integrating new customer prospecting campaigns increasing agency's acquisition rate by an average of 25% year-to-year. Advise sellers on how to make homes more appealing to potential buyers with intelligent staging techniques increasing average selling prices by 20% from initial appraisals.

- Meet with new buyers, understand what they are looking for, and qualify them as prospective buyers.
 - Help your clients by researching which listings suit them best.
 - Set up appointments for clients according to their schedule to show them new properties available.
 - Communicate to the buyers any details on properties on the information you gained by speaking to other agents or researching the properties when showing them selected properties.
 - Use negotiation skills by making offers for real estate purchases
 - Demonstrate negotiation skills, making offers of purchase on real estate.
 - Stay up to date with new listings and people looking to buy or sell their homes
 - Help a buyer or a seller narrow down their search for a house or a buyer.
 - Gather first-hand knowledge on several available properties in the local market by attending estate launches, developer fairs, and auctions
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EDUCATION

Nov 2020 — Nov 2020 **Licensed Commercial Real Estate Agent, REALTORS Association** Newport

Jan 2019 — Apr 2019 **Real Estate Brokers License, Housing Mortgage Association** Brooklyn

Jan 2016 — Jun 2018 **Bachelors of Arts in Property Management, New York University** New York

Jan 2012 — Jul 2016

Bachelors of Arts in Marketing Management, University of Pennsylvania

Philadelphia

Jan 2011 — Mar 2012

Certified Manager of Community Associations (CMCA), National Board of Certification

Online

SKILLS

National Association of Realtors
Online Database

Expert

Mortgages

Expert

Agent Business Builder

Expert

Digital Marketing

Expert

Listing a property

Expert

Contractual Agreements

Expert

Loans

Expert

Settlement Figures

Expert

HOBBIES

Free Diving, Running, Sky Diving