

YOUR NAME

ADDRESS HERE

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Core Qualifications

Real Estate Launch & Development

Financial Analysis

*Sales & Marketing
Negotiations*

Account Management

Customer Relations

Database Development

Customer Service Driven

Awards & Achievements

Quarterly Top Producer 1st

*Quarter 2009 RE/MAX Fine
Properties*

*100% Club RE/MAX of Texas 2006,
President's Club 2005, 2007*

*First REALTOR to Co-Author monthly
real estate advice column for
"Upclose Magazine 2007"*

*"Ivy Award" 2002 for leading and
exceeding development committee
goals for
Fort Bend WCR*

*Successfully completed THE
BROADMOOR HOTEL's 5 Star-5
Diamond culinary externship*

REVELANT EXPERIENCE

REMAX - City, State

Feb. 2000 to Present

Realtor

- *Launched, developed and managed residential real estate business.*
- *Increased client base through personal networking, strategic online and print marketing campaigns and phone prospecting.*
- *Qualified and prioritized all leads incorporating online database to activate and monitor appropriate marketing touches.*
- *Customized education and interaction with clients during buying/selling process to ensure high client satisfaction.*
- *Guided clients through winning negotiating strategies to obtain client goals.*
- *Employed customer feedback and retention programs to maintain client base while increasing referral business.*

The Broadmoor Hotel - Colorado Springs, CO

Aug. 1996 - Dec. 1999

Houston Country Club - Houston, TX

Culinary Chef/Cater

- *Trained ?? service staff members on creative selling techniques to provide efficient service and ensure guest received an exceptional dining experience.*
- *Catered and served to ?? guest of high end country club.*
- *Cooked top class meals for ?? guest in award winning restaurant and resorts.*

Fidelity Investments - Frisco, TX

July 1993 - July 1996

Mutual Fund Sales/Premium Services Representative

- *Guided current and prospective customers in buying process through needs-based selling.*
- *Identified and assisted customers with Fidelity's high net worth services.*
- *Representative of the Month for Call Quality*
- *Received the President's Award Recipient within ??*
- *Promoted to Premium Services after ?? years*

NLV Financial Group – City, State

October 1991 - October 1992

Fee-Based Financial Planner

- *Originated client base through cold calling, direct mailings and client referrals.*
- *Prepared financial analysis, designed solutions and implemented recommendations.*

Farmers Insurance Group – City, State

December 1988 to July 1991

Claims Representative

- *Effectively evaluated, negotiated, and settled claims involving personal liability, residential and commercial property.*

EDUCATION

Art Institute of Seattle - Seattle, WA

October 1998

(The School of Culinary Arts, Northwest Food and Wine Program)

Associate of Applied Arts

- *President's List (Graduated with honors)*
- *Elected and served as Head Chef of graduation class*

Baylor University - Waco TX

May 1988

(Majors - Marketing and Entrepreneurship)

Bachelor of Business Administration