**WINSTON NAME, JR.**

XXX • XX 30311 • (000) 000-0000 (M) • (000) 000-0000 (H) • name\_email@gmail.com

**PROPERTY APPRAISER FOR COMMERCIAL & RESIDENTIAL REAL ESTATE**

An accomplished Property Appraiser with 15+ years experience in the real estate industry, providing the most comprehensive data by maintaining a high knowledge of current market trends and research.

*Core Strengths: Team Development & Leadership – Business Development – Public Affairs – Building Codes*

*Research & Assessments – Partnership Building – Sales & Marketing – Inspections – Lead Generation*

**PROFESSIONAL EXPERIENCE**

XXX, LLC. – ATLANTA, GA. 2011-Present

**Owner, Independent Property Appraisal** *Gathers and analyzes data for the development of valuation indicators, studies building costs, and location for use in determining market values of property by considering these factors with current market values, population trends, impending charges, and related influences on valuation.*

* Manages a small staff that is self-sufficient in administration, keeping costs competitive.
* Accommodates banks and investors by developing estimates for cost factors, capitalization and depreciation rates, allowances for obsolescence, segregation of assets, and ratio studies for investment purposes.
* Provides expert appraisals for new construction, agricultural, industrial, and commercial developments as well as residential dwellings.

VVVV, LLC. –ATLANTA, GA. 2000-2011

**Real Estate Appraiser**

*Directed business development, managed public affairs, provided appraisals for all types of property by keeping updated on new building codes, understanding the construction process, and researching. Also presented inspections, assessments, and evaluations to determine or estimate replacement costs.*

* Implemented marketing campaign that was responsible for dramatically increasing revenue in the first three years after start-up; later expanded market base to surrounding states.
* Handled routine training/counseling, provided continuing education and incentives to fourteen employees.
* Partnered with local, city and state officials to appraise county and city property.
* Generated leads via referrals, local businesses, homebuilders, cold calling, banks, lenders, and investors.

NNN, INC. –ATHENS, GA. Prior-2000

**Real Estate Sales Agent/Property Management Director**

*Supervised and expanded the property rental division by working with 20+ property owners to list rentals that specialized in vacation and event needs.*

* Worked with several agencies including loan officers, mortgage lenders, attorneys, title companies and investors to facilitate the rental and sales of various properties.
* Routinely negotiated sales that ranged between $22K and $750K for residential properties that included condos, duplexes, apartments, small houses, mobile homes, and ranch homes with up to 35 acres of land.
* Recognized with the “Savvy Sales Agent “award for helping to negotiate a $4.2M sale.
* Managed two assistants in handling rental agreements, scheduling rentals and home inspections.

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*NNN, INC. continued…*

**Customer Service Representative**

*Assisted six real estate agents by typing correspondence and assisting with contracts.*

* Answered incoming calls and relayed messages and coordinated all office meetings.
* Proved instrumental in conducted successful trade shows, open houses, and promotions by setting up displays and preparing for visitors.

*Other Relevant Experience:*GARDEN SELECT HOME IMPROVEMENT, INC, **Assistant Manager**: Joined company in warehouse and advanced to Assistant Manager, taking on increased accountability and scope with each promotion; managed inventory 75+ employees across 10 departments, heading stocking, training, merchandising, staff scheduling, payroll, weekly advertisements, recruiting new vendors, and safety functions.

**EDUCATION & CREDENTIALS**

Georgia Southern University

**B.S., BUSINESS ADMINISTRATION & REAL ESTATE APPRAISALS**

**Licensed Residential Property Appraiser**, State of Georgia, License Number - GLN54545

**Certified International Property Specialist (CIPS®)**, National Association of Realtors

**Certified Federal Housing Administration (FHA) Appraiser**

**Licensed Real Estate Sales Agent**, Georgia Real Estate Commission

**Commercial Land Surveys**, Georgia Real Estate Commission

**Certified Residential Specialist (CRS®)**, Council of Residential Specialists

**Notary Public**, State of Georgia, Member of The National Notary Association

**PROFESSIONAL DEVELOPMENT**

**Distressed Properties Professional (DPP®)**, Scholarship by American Real Estate Educators

**Economic Aspects of Appraisal**, 2005, Real Estate Information Management Institute

**Commercial Property Construction and Inspection**, 2007, Real Estate Appraisal Institute

**AFFILIATIONS**

**Professional Member** of the National Association of Realtors

**General Member** of the Georgia Chapter, Council of Residential Specialists