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## Joseph Edwards

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### **SKILLS**

- Workflow-process management
- Interpersonal communication
- Problem solving in high stress environments
- Diverse business acumen
- Highly disciplined
- Team player
- Microsoft, Apple, & Linux
- Agency management systems

### **EXPERIENCE**

#### *Broker, Roffman Real Estate Investments LLC, Portland, OR 2016-2017*

- Organic business procurement: research regarding best use of existing assets and land development opportunities, prospect meetings, and proposal initiation
- Provide clients alternative forms of financing within real estate risk management arena, including construction development and property management liabilities

#### *Producer, HUB International Northwest, Lake Oswego, OR 2015-2016*

- Develop scalable solutions for customers across varying industries and business segments; ensure continued brand growth, profitability, and overall operational stability
- Manage cyber risk and corporate wellness educational seminar in partnership with HUB New York City, HUB Pacific Northwest, and Portland State University Business Accelerator

#### *Sales Representative, XDimensional Technologies, Brea, CA 2014-2015*

- Analyze and refine internal/external business process workflows with executive, analytical, marketing, and QA teams, in support of client needs-based reporting
- Advance procedural efficiencies with development of communication templates

#### *Assistant Vice President, Beecher Carlson, Santa Ana, CA 2011-2014*

- Arrange new business meetings for executives and coworkers alike, ultimately resulting in over \$250,000 of new revenue
- Ensure completion of all client account underwriting and marketing tasks to highest ethical standards, in compliance with all applicable laws, regulations, policies, and procedures

#### *Broker, Marcus & Millichap Real Estate Investment Services, Portland, OR 2008-2010*

- Facilitate acquisition and disposition of client investment properties utilizing intricate CRM system, multi-tiered marketing strategies, and presentations outlining current and pro-forma comparative financial analyses
- Close and manage over \$7,000,000 of exclusive client listings in historically difficult economic recession

### **EDUCATION/TRAINING**

#### *University of Oregon, Eugene*

- Bachelor of Science Business Administration – Focus on Entrepreneurship
- Bachelor of Science Political Science – Focus on Game Theory and Organizational Behavior

#### *State of Oregon*

- Division of Financial Regulation – Producer
- Real Estate Agency – Broker
- Department of Human Services – OHCC Enhanced Caregiver