# Dylan Lowes

Real Estate Professional

#### **EXPERIENCE**

# Peter J Lowes, Remote, OR — Real Estate Assistant

June 2019 - Present

Assisted in closing commercial transactions totalling over \$20m in volume

Conducted showings with prospective clients for commercial properties

Developed marketing packages and offering memorandums for high net-worth clients

Analyzed data to package Annual Property Operating Data (APOD), including capitalization rates, business valuations, expenses, reserves, and more

# Knightsbridge International Real Estate, Bend, OR — *Real Estate Broker*

September 2020 - September 2022

Prospected residential clients by door knocking, cold calling, cold emailing, and writing SEO

Scheduled showings, inspections, walkthroughs, and contractor bids

Closed transactions totaling over \$2.2m in residential volume

# Hola! Restaurant, Sunriver, OR — Front of House

July 2011- December 2015 & 2016-2019 Seasonal Summer

Bartended, waited, bussed, hosted, and managed employees

Dealt with large volumes of customers professionally and efficiently

Operated POS systems, tills, and credit card terminals

Often worked in a fast-paced, high-stress environment

Recorded inventory on liquor and beverage supplies

Assisted in training new employees

# **EDUCATION**

# University of Oregon, Eugene, OR — B.S. Environmental Science

January 2016 - June 2019

Focus on Biology, Natural Science and Ecology

Studied abroad in the Peruvian Amazon for 2 months

GPA: 3.4

#### Volunteer Work

# Teaching Environmental Awareness, Remote, OR — Board of Directors

January 2019 - Present

#### teatogether.org

Built website using WordPress plug-ins and authored all content

### References

Peter J. Lowes

(555) 555 -5555

Fernando Bellio Magana

(555) 555-5555