

Dylan Lowes

Real Estate Assistant

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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 totalling over \$2.2m in residential volume

Hola! Restaurant, Sunriver, OR — Waiter and Bartender

July 2011- December 2015

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

Summit High, Bend, OR — High School Diploma

2007 - 2011

Volunteer Work

Teaching Environmental Awareness, Remote, OR — Board of Directors, Website Management

January 2019 - Present

teatogether.org

References

Peter J. Lowes

(541) 788 - 2444

Fernando Bellio Magana

(541) 639-7717