

## Professional Experience

### Senior Commercial Real Estate Agent

BC Commercial Realty, San Francisco, CA | March 2013 to Present

- Facilitate meetings with lenders, architects, engineers, and property managers to ensure timely project completion
- Negotiate favorable lease terms and prices with each client
- Cultivate and manage account portfolio

#### Highlights:

- Drove targeted marketing campaigns that increased commercial real estate accounts by more than 30%
- Directly contributed to commercial real estate transactions with -J1.2M yearly sales volume

### Real Estate Agent

CK Real Estate, Richmond, VA | July 2009 to February 2013

- Worked with commercial and residential property clients, guiding all stages of the transaction
- Maintained up-to-date market knowledge to provide clients expert advice on valuations and buying decisions

#### Highlights:

- Leveraged promotional events, social media, and other novel marketing strategies to promote properties, leading to a 10% increase in offer prices
- Introduced new client intake procedure that led to better filing efficiency and organization

## Education & Credential

### Master’s Degree in Real Estate

Georgetown University, Washington, DC 12014

### Bachelor’s Degree In Real Estate

Virginia Tech, Blacksburg, VA | 2009

### Real Estate Broker License, State of California

Amar  
Singh

123 Santa Maria,  
San Francisco, CA 12345  
amar@example.com  
(123) 456-7890

Resourceful Real Estate Broker with 12+ years' experience in property markets across multiple states, Offer expert knowledge of portfolio management and real estate law, Skilled at building positive, productive relationships with both buyers and sellers. Experience managing multiple development projects, including mixed-use residential office spaces, and commercial properties. Master’s Degree in Real Estate from Georgetown University.

## Key Skills

- Client Satisfaction & Retention
- Contract Negotiations
- Customer Relations
- Federal & Local Real Estate Law
- Market Trend Analysis
- Marketing Strategy Development
- Portfolio Management
- Process Streamlining
- Revenue & Profit Growth
- Stakeholder Relations Management
- Targeted Resource Allocation