

# Liam O'Connor

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## CAREER GOAL

Highly motivated individual seeking to work in a strategic and innovative environment to find creative solutions to increase business goals. Bring strong collaboration skills and cross-industry acumen to the team.

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## EXPERIENCE

### Operations Associate

July 2023– Present

ERA Carlile Realty Group – *Remote, Sacramento, California*

- Researches and drafts comparative market analysis to assist in strategic pricing of properties.
- Drafts and analyzes real estate purchase contracts to be reviewed by a Realtor.
- Assembles required real estate transaction documents and ensures compliance with standard practices.
- Creates marketing and price comparison documents for distribution to potential buyers.
- Works remotely and efficiently to meet deadlines.

### Tour Guide

June 2023 - Present

Everyday California – *San Diego, California*

- Facilitates guided tours of the La Jolla Sea Caves, creating a safe environment for groups of 10 to 20 attendees.
- Maintains accurate records of tour schedules, participant waivers, and incident reports.
- Provides informative and engaging narratives and educates attendees about the geology, marine life and history of the area.

### Front End Assistant

May 2022 – June 2023

Costco Wholesale – *San Diego, California*

- Assisted clients with their memberships and promoted upgrades to qualified members to increase sales.
- Cultivated positive customer satisfaction by keeping shopping carts well-maintained and ready for use.
- Demonstrated punctuality and reliability by consistently fulfilling assigned shifts and responsibilities.
- Coordinated with fellow staff to ensure the smooth operation of cart retrieval.

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## EDUCATION

### Business Economics B.S.

September 2022 – Present

University of California – *San Diego, CA*  
Expected graduation: June 2024

### Mathematics and Economics A.A.

September 2019 – May 2022

Saddleback College – *Mission Viejo, CA*

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## ADDITIONAL

**Languages (fluent):** English, Spanish

**Software:** MetroList (MLS), largescale CRMs, Stata, R, Studio, Matlab, Microsoft Products, Adobe Products

**Coursework:** Customer Analytics, Investment Banking, Financial and Managerial Accounting, Statistics, Enterprise Finance, Corporate Finance and Business Law

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## EXTRACURRICULAR

### Captain, Saddleback College Baseball Team

September 2019 – May 2022

Saddleback College Athletics – *Mission Viejo*

- Developed concentration, strong work ethic and perseverance to meet personal and team goals.
- Committed approximately 40 hours per week to training, meetings, travel and games while maintaining full course load.