

Arjun Malhotra

[Your Address]

Delhi, India

Phone: +91 9876543210

Email: arjun.malhotra@example.com

LinkedIn: [LinkedIn Profile URL]

Objective

Dedicated and results-oriented real estate professional with over 2 years of experience in property sales, client management, and market analysis. Seeking a challenging role to utilize my skills in the real estate industry and contribute to a dynamic team's success.

Professional Experience**Urban Nest Realty, Delhi**

Real Estate Consultant

June 2022 – Present

- Managed a diverse portfolio of residential and commercial properties, providing comprehensive services from listing to closing.
- Successfully closed over 30 property transactions, generating a 20% increase in annual sales.
- Conducted market research to identify trends, pricing strategies, and potential investment opportunities for clients.
- Built and maintained strong relationships with clients, leading to a 90% client retention rate.
- Coordinated with legal teams, mortgage brokers, and inspectors to ensure smooth transaction processes.

Green Acres Real Estate, Delhi

Property Sales Associate

May 2021 – May 2022

- Assisted in the sale and lease of residential properties, achieving a sales target of ₹3 Crores within the first year.
- Conducted property showings and open houses, effectively communicating property features to prospective buyers.
- Collaborated with marketing teams to develop promotional materials and digital campaigns, increasing property visibility by 15%.

- Provided clients with expert advice on property investment opportunities, resulting in a 25% increase in client referrals.
 - Managed property listings on various real estate platforms, ensuring accurate and appealing presentation.
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Education

Bachelor of Commerce (B.Com)

University of Delhi, Delhi

Graduated: April 2020

Skills

- Property Sales & Leasing
 - Client Relationship Management
 - Market Research & Analysis
 - Negotiation & Closing
 - Real Estate Marketing
 - Legal & Compliance Knowledge
 - CRM Software Proficiency (e.g., Salesforce, HubSpot)
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Certifications

- Certified Real Estate Broker (CREB) - National Institute of Real Estate Management, 2022
 - Real Estate Investment Analysis - Udemy, 2021
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Languages

- English (Fluent)
 - Hindi (Native)
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References

Available upon request.

