

Cristian Vargas

2430 N. 79th Ave
Elmwood Park, IL 60707
(773) 706-5634
cristian.v0223@gmail.com

Summary

Former Vendor Manager and Leasing Agent who has a passion for managing projects, developing new skills, and problem-solving using computer science and programming. Attentive and professional Northwestern Full Stack Engineering Bootcamp and Triton College graduate looking to bring value to a company as a software engineer.

Experience

May 2022 - Present

First Look Appraisals LLC, Chicago, IL – *Client Services Specialist*

- Assigned lender/mortgage broker appraisal orders to appraisers on our panel in a two person department which was formerly 12.
- Maintain an ethical barrier between both the mortgage broker, appraiser, and borrower during the appraisal lifecycle.
- Answer any inbound phone calls, and client correspondence accordingly with the appropriate response.

February 2022 - May 2022

AppraiserVendor LLC, Greenwood, IN (Remote)– *Vendor Manager*

- Manage active and unassigned appraisal orders in my region, and assign them accordingly to local appraisers approved on our panel.
- Manage all of the aged or escalated files in my region, and maintain communication with the client regarding any recourse which may include reassignment if needed.
- Manage appraiser profiles and relationships in my region to reflect accurate information throughout market changes including their fees, coverage areas, capacity, license, insurance, etc.
- Maintain an ethical barrier between the mortgage broker, appraiser, and borrower while remaining in compliance with AIR and USPAP during the appraisal lifecycle.

January 2021 - January 2022

First Look Appraisals LLC, Chicago, IL – *Status, Digital, and Vendor Solutions*

- Assigned lender/mortgage broker appraisal orders to appraisers on our panel in a two person department which was formerly 12.
- Maintain an ethical barrier between both the mortgage broker, appraiser, and borrower during the appraisal lifecycle.

- Answer any inbound phone calls, and client correspondence accordingly with the appropriate response.

February 2020 - Present

Domain Realty, Chicago, IL – *Leasing Agent (1099 Contractor)*

- Schedule showings with prospect tenants for any vacant rentals managed.
- Pre-Screen prospective tenants during the application process.
- Facilitate signing any documents for prospect tenants including disclosures, lease, etc.

Education

March 2022 - December 2022

Northwestern University, Evanston, IL – *Computer Coding*

Graduate from the School of Professional Studies.

January 2018 - May 2022

Triton College, River Grove, IL – *Associate of Arts (AA)*

Skills

- Certified in HTML5, CSS3, JavaScript, jQuery, Bootstrap, Express.js, React.js, Progressive Web Apps, Node.js, Database Theory, MongoDB, MySQL, Agile Methodology, Command Line, Git
- Certified in Microsoft Office (Powerpoint, Excel, Word)
- Working experience using AWS.
- 52 WPM typing Speed
- Maintains strong product knowledge

References

- Adam Wavrunek **Managing Broker at Domain Realty** 312-287-7331
- Ankit Patel **Vice President of Operations at First Look Appraisals** 847-894-1907
- Matthew Stanek **Team Lead at First Look Appraisals** 773-895-1755
- Craig Culbert **CEO at First Look Appraisals** 312-273-5665
- David Rambahajan **Principal at Industria Inc** 312-617-5261