

# Your Name

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City, ST | (123) 456-7890 | email@example.com | LinkedIn | Portfolio

## Profile

- Licensed realtor with experience in residential real estate in the Minneapolis/St. Paul market, specializing in first-time homebuyers. Deep knowledge of creative mortgage solutions and Federal Housing Administration (FHA) loans. Known for active listening skills, negotiation, and finding properties across listing price categories.

## Education

- High School | SOUTHWEST SENIOR HIGH, Minneapolis, MN | May 2021

## Certifications

- Certified REALTOR | National Association of Realtors | September 2021

## Key Skills

- Contract negotiation
- Federal, state, and local real estate law
- First-time homebuyer loan products
- Property marketing strategies
- Social media marketing

## Professional Experience

### REAL ESTATE AGENT | VERVE REALTY, MINNEAPOLIS, MN | JUNE 2022 - PRESENT

- Educate buyers and sellers on all aspects of the housing market, resulting in repeat business from 15% of clients within two years
- Organize effective open houses, earning business as a buyer agent for guests touring properties
- Identifies properties that meet clients' wish lists

### REAL ESTATE ASSISTANT | ANDERSON REALTY SERVICES, ST. PAUL, MN | MAY 2021 - JUNE 2022

- Created social media marketing campaigns to support realtor teams' listing success, expanding the Facebook audience from 6,000 to 18,000 followers within one year
- Supported listing agents' marketing efforts by creating brochures, postcards, and online profiles for each property
- Assisted with open house events, driving guest count from an average of 10 to 25 at most properties