

# TOMAS SANTOS

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Licensed real estate practitioner with excellent communication and networking skills. Bachelor's degree in real estate with strong theoretical and practical knowledge of real estate markets, property appraisal and contract negotiations. Ability to anticipate needs of buyers and sellers.

## PROFESSIONAL EXPERIENCE

### REAL ESTATE PROFESSIONAL

Alpha Beta Real Estate, Nashville, TN | July 2018 - Present

- Demonstrate exceptional lead generation by utilizing aggressive marketing and personal referrals from satisfied buyers and sellers to develop extensive client base
- Educate buyers and sellers about all aspects of the housing market and property sales process
- Supervise all marketing activities and keep track of which strategies lead to an increase in interest in properties and the business
- Exceed sales goals by an average of 15% annually

### RETAIL MANAGER

University Bookstore, Murfreesboro, TN | September 2015 - June 2018

- Managed a team of 15 sales associates, including organizing rosters and training new staff
- Tracked sales and ensured new stock was ordered in a timely manner
- Worked in fast-paced environment while managing staff and customer concerns
- Maintained high level of service with every customer

## EDUCATION

### BACHELOR OF BUSINESS ADMINISTRATION IN FINANCE (REAL ESTATE)

Middle Tennessee State University, Murfreesboro, TN | September 2014 - June 2018

## KEY SKILLS

- Ability to handle pressure
- High level of appraisal and evaluation skills
- Marketing experience
- Sales and customer service skills
- Strong organizational and time management skills

## CERTIFICATIONS

- Affiliate Broker License, Tennessee, 2018