Real Estate Appraiser

1234 56th North, Seattle, WA 98155
(206) 123-4567 jack_appraiser@gmail.com

OBJECTIVE:

REAL ESTATE APPRAISAL INTERNSHIP: Utilize recent **college-level appraiser training**, **analytical skills** and proven **ability as a team player** to learn and expand on existing real estate appraisal skills.

SKILLS & CAPABILITIES:

- **ANALYSIS**
  Shadowed two professional appraisers in commercial and residential appraisal. Commended for objectivity, initiative and knowledge of the field. Detailed in approach. Maintain high standards.
- **PHOTOGRAPHY**
  Took special class in photography, Western University, supporting development of print newspapers, 2000.
- **TIME MANAGEMENT**
  Graduated with accelerated degree while pursuing various community and school activities. Maintain detailed calendar with palm pilot. Skilled at balancing multiple demands and meeting deadlines. Worked while attending school and staff community events through junior and senior high school.
- **TEAM SPIRIT**
  Leader in a variety of community activities. Den Chief mentoring younger Boy Scouts, contributing to membership longevity. Strong will to learn new things and support fellow peers in succeeding. Excellent written and verbal communicator. Proven ability to work with diverse populations and the general public.
- **COMMUNITY INVOLVEMENT**
  Eagle Scout, Boy Scouts of America. Helped implement various community projects:
  Renovated a trail behind Olympic View Elementary School, making trail safe for children, 2000.
  Children's Hospital Volunteer, second Tuesday of every month throughout 2001.
  Certified Life Guard.
- **COMPUTER SKILLS**
  Internet (Netscape/Explorer), Outlook Express, Palm Pilot, Word, Works, Lotus, Windows, DOS. Programming: Basic, C++, Visual Basic, some Excel. Computer repair. Proficient on Macintoshs and PCs.

EDUCATION:

North Seattle Community College 2002 135 clock hours. GPA 3.5
Courses: Fundamentals of Real Estate, Principles of Real Estate Appraisal, Real Estate Law, Uniform Standards of Professional Practice in Appraisal.

Roosevelt High School

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One of six in a class of 420 students to graduate with an Advanced Academic Endorsement Diploma.
Running Start Student: North Seattle Community College, 2001.

Associations: Fencing Club President, Debate Team, Chess Club, School Newspaper Photo Editor.

WORK EXPERIENCE:

Library Page, Seattle Public Library, Seattle, WA 1998 - 2002
Organized and shelved library materials. Helped patrons and responded to requests. Completed tasks as assigned.