**REAL ESTATE AGENT RESUME WORK EXPERIENCE**

**Sunny Dale Realtors / Las Vegas, NV**

**Senior Real Estate Agent March 20XX – present**

* Prepare documents such as representation contracts, purchase agreements, closing statements, leases, and deeds
* Accompany buyers during inspections of property, advising them on the suitability and value of the homes based on current market conditions
* Conduct quarterly seminars and training sessions for sales agents to improve sales techniques
* Advise sellers on how to make homes more appealing to potential buyers, increasing average selling prices by 16% from initial appraisals
* Evaluate mortgage options helping clients obtain financing at the best rates and terms

**McCoy Realtors LTD. / Las Vegas, NV**

**Real Estate Agent October 20XX – February 20XX**

* Compared current properties with similar recently sold properties to determine competitive market prices
* Promoted property sales through advertisements, open houses, multiple listing services, and other online advertising platforms
* Interviewed clients to determine what properties they were seeking, generating lists to meet those requirements from available properties
* Closed an average of 15 transactions every year