



BENJAMIN LEE

Managing Broker

PROFESSIONAL SUMMARY

Dedicated Managing Broker with 7 years of experience in leading real estate operations and enhancing team performance. Proven expertise in agent training, strategic planning, and compliance management. Adept at cultivating client relationships and implementing innovative solutions that drive business growth and operational excellence.

WORK EXPERIENCE

Managing Broker

Pineapple Enterprises

Mar / 2021-Ongoing

Santa Monica, CA

1. Recruited, trained, and directed agents to achieve business development goals and enhance performance.
2. Oversaw the complete sales cycle, ensuring effective lead generation, negotiations, and closings.
3. Developed comprehensive marketing materials and conducted in-depth market research to support sales initiatives.
4. Implemented a detailed customer relationship management database to enhance sales follow-up.
5. Coordinated training initiatives focused on professional development and strategic goal setting.
6. Analyzed site criteria for residential and commercial developments to support strategic planning.
7. Completed approximately 30 Broker Price Opinions weekly to assist banks in valuing properties.

Managing Broker

Crescent Moon Design

Mar / 2018-Mar / 2021

Portland, OR

1. Trained agents on best practices in residential real estate, enhancing overall performance.
2. Familiarized agents with technology tools like video conferencing and cloud storage to improve efficiency.
3. Analyzed market data to prepare reports, identifying trends and property values for strategic decision-making.
4. Developed targeted marketing plans for investment properties, increasing sales opportunities.
5. Engaged in meetings and site tours with potential investors to facilitate business development.
6. Participated in contract negotiations and due diligence processes to ensure successful transactions.

EDUCATION

Bachelor of Science in Business Administration

University of Southern California

Mar / 2015 - Mar / 2018

Portland, OR

Focused on real estate management and marketing strategies.

support@qwikresume.com

(123) 456 7899

Los Angeles

www.qwikresume.com

SKILLS

Budgeting Skills



Property Management



Presentation Skills



Real Estate Investment



Due Diligence



INTERESTS

Scuba Diving

E-sports

Reading Fiction

Puzzle Solving

STRENGTHS

Stewardship

Teamwork

Tenacity

Vision

LANGUAGES



English



German



Swahili

ACHIEVEMENTS

Increased team sales performance by 25% through targeted training programs.

Successfully managed over 150 property transactions annually, ensuring compliance and client satisfaction.