

Robert Smith

Site Acquisition Specialist

Phone (123) 456 78 99

Email: info@qwikresume.com

Website : www.qwikresume.com

LinkedIn: [linkedin.com/qwikresume](https://www.linkedin.com/qwikresume)

Address: 1737 Marshville Road, Alabama

SUMMARY

A position in a professional environment, which offers a career path with growth potential that will utilize and challenge skills and professional experience.

SKILLS

Conversational Mandarin, Leadership.

WORK EXPERIENCE

Site Acquisition Specialist

ABC Corporation - March 2013 - January 2014

- Prepared lease or other Real Estate agreements for legal review.
- Reviewed the quality and completeness of site specific documentation.
- Monitored and tracked progress on all open transactions.
- Maintained a high degree of service and integrity when dealing with clients.
- Ensured transactions closed within defined time Worked closely by providing technical management support to managers and the business team to facilitate expedite, and drive closure on all sites.
- Identifying inefficiencies and recommending solutions.
- Uploaded all documents into Siterra.

Site Acquisition Specialist

Delta Corporation - 2010 - 2013

- Project / temporary position responsible for the acquisition of sites for wireless telecommunication facilities including site identification, lease .
- Familiarized with GIS mapping research, leasing, construction drawings, site walks, collocation applications, zoning ordinances, general office tasks,.
- Clients included Sprint and AT&T.
- Identified, screened and pursued commercial properties for cell site development.
- Negotiated over 100 license agreements with landlords on behalf of clients to build wireless sites.
- Reviewed hundreds of cell phone tower leases on a weekly basis for some of the largest wireless providers in the country Skills Used Teamwork, .
- Site Acquisition Specialist for the Clearwire WiMax (4G) Wireless Deployment.

EDUCATION

Diploma- (Holy Family Academy High School General Studies Chicago - Chicago, IL)