

# Estate Agent CV Examples - Template

Your name -tel number

1 Job Hunter Way, Employmentville, UK. EM1 5LO

Your email address here

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**Professional Profile** I am a fun and enthusiastic estate agent who can sell even the most 'in need of TLC' properties. I can find the selling points of any property and use them to the advantage for the seller of the property. I know all about the areas in which I sell my properties so I can advise my buyers on which properties and amenities will suit their needs.

- Great Local Knowledge.
- Sensible and practical.
- Approachable and Friendly.
- Focussed and attentive.
- Highly organised.
- Confident.
- Friendly.
- Flexible.
- Adaptable.

## **Professional Qualifications.**

Willing to attain.

## **Work History**

### **January 2010 - Present**

Estate Agent, Findahouse, London

Working for this large branch of national estate agents it was my job to assist interested buyers find properties that suited their needs. I would have to have a consultation with them and find out what they required in a property and then look through the lists of properties we had available to see if there were any properties that would suit them. I would then have to escort them onto viewings and hold open days at larger properties.

### **January 2008- January 2010**

Estate Agent, Robert Hall Housing, London.

I worked for this small local estate agents as a sales negotiator. It was my job to help people selling properties to sell their property for as much as possible, as soon as possible. I would have to find as many endearing features of the property to entice buyers to want to view the property and take appealing photos. Good local area knowledge was essential.

### **January 2007 – January 2008**

Estate Agent, Homes under the Hammer, London

Working for this property auction house it was my job to advertise property lots to the highest standard to attract as many bidders to the auction day as possible. I would often only have photos to go on, so use of imagination was essential.

## **Education**

GCSE 10xA Grades including English, Maths and Science.  
Londonberry Comprehensive School  
London  
2001

## **References**

References are available on request, or in writing to the above previous employers.

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