



Sean Murray
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Work Experience

Partners Advantage GMAC Real Estate, Brokerage

2008- present

Commercial Real Estate

Part of a group of Brokers and Salespersons focused on commercial real estate transactions:

- Land Sales
- Building Sales
- Office, Industrial and Retail Leasing
- Investment Opportunities
- Business Opportunities
- Institutional Sales and Leasing

E&S Tree Experts

2006 – 2008

Managing Partner and Groundsman

As a Managing Partner in E&S Tree Experts, I was responsible for sales and marketing of E&S Tree Experts, including but not exclusive to:

- Web development and monitoring internet traffic
- Designing and preparing company brochures
- Creation of area specific mailouts
- Conducting estimates for prospective clients
- Soliciting new clientele
- Tracking employee hours
- Responding to customer inquiries

As a Groundsman for E&S Tree Experts, my daily duties included:

- Safety inspection of truck and all relevant equipment, including completion of required safety reports
- On-site set up of equipment and safety devices
- Supervision of work site for worker and public safety

GMAC Real Estate – Stittsville

2005 – 2006

Licensed Realtor (Residential)

As a Licensed Realtor for GMAC Real Estate, I was responsible for the following:

- Counseling both buyers and sellers throughout real estate transactions
- Writing offers for residential sales
- Design of personal brochures, highlight sheets and business cards
- Upload of listings and associated photographs to MLS database
- Organization of personal databases in Outlook and Top Producer
- Design and creation of mailouts to advertise listings and for personal promotion

Coldwell Banker

2004 – 2005

Licensed Realtor

Royal LePage Gale Real Estate

2002 – 2004

Licensed Realtor

Education

Graduate: CDI College 2000 Certified Computer Programmer/Analyst

O.R.E.A – Phase I Residential

- Phase II Residential
- Phase III Residential
- Phase III Residential
- Phase III Commercial
- Principals of Appraisal
- Real Property Law
- Understanding the Internet
- Buyer Representation
- Recognizing Structural Deficiencies
- Pricing to Sell
- OREA Standard Forms
- Closing is Everything
- RECO Update

Skills

- Excellent interpersonal and analytical skills
- Microsoft Office Suite incl. Publisher
- Set up of computer hardware and PC trouble shooting
- Photo and sound editing