

Sandra E. King
KING HOMES AND LAND REALTY, LLC
504 W. Victory Way
Craig, Colorado 81625

2318 Hawthorne Avenue
Grand Junction, Colorado 81506
970-629-0596 (talk or text)
Sandra@kinghomesland.com

Summary of Qualifications:

Real Estate:

- Extensive knowledge and expertise in all aspects of real estate sales and marketing.
- Proven track record of successfully closing numerous transactions resulting in top sales in my region and maintaining a diverse portfolio of satisfied clients.
- Strong negotiation and communication skills with both buyers and sellers, resulting in mutually beneficial outcomes.
- In-depth understanding of property valuation, market trends, legal and regulatory practices within the industry.
- Proficient in utilizing technology platforms and tools to enhance marketing strategies, reach target audiences, and drive business growth.
- Self-starter with the ability to manage multiple clients and transactions simultaneously, while delivering exceptional service and attention to detail.
- Project Management for numerous investor "flip" properties
- Numerous hours of continuing education to earn multiple designations offered by the National Association of REALTORS; most requiring high sales volume both in numbers and dollars.

Brokerage Management:

- Founded and successfully managed real estate brokerage, overseeing all operations, sales, marketing, property management and administrative duties for 2 office locations in Colorado.
- Developed and implemented strategic business plans, resulting in consistent year-over-year growth and increased market share.
- Demonstrated strong leadership and mentoring abilities, effectively managing teams of agents and fostering a positive and productive work environment.
- Conducted regular training sessions on contracts, industry regulations, best practices, and innovative marketing techniques to enhance agents' skills and knowledge.
- Proven ability to analyze market trends and adjust business strategies accordingly, resulting in increased profitability and sustained success.

Legal:

- Proficient in legal research, drafting legal documents, and case management utilizing LexisNexis, Westlaw, and other relevant legal software.
- Skilled at conducting thorough due diligence, analyzing contracts, and assisting attorneys in trial preparation.
- Experience with a variety of legal matters, including real estate transactions, estate planning, contract negotiations, family law, and corporate law.
- Efficient at managing calendars, organizing documentation, and maintaining confidentiality of client information.
- Strong attention to detail, ensuring accuracy and compliance with legal standards.

Education:

Certificate of Paralegal Studies (2003)
Colorado Mountain College

Colorado Real Estate License (2004)
Colorado Real Estate School

Professional Experience:

King Homes and Land Realty, LLC 03/15/2015 - Present
Craig & Grand Junction, CO
Broker/Owner

RE/MAX 03/01/2009 – 03/15/2015
Craig, CO
Broker Associate

Country Living Realty 03/15/2005 – 03/01/2009
Craig, CO
Broker Associate

Cantafio Law Office 11/2000 – 06/2005
Steamboat Springs, CO
Senior Paralegal

Professional Affiliations/Designations:

- Member, National Association of REALTORS
- Member, Colorado Board of REALTORS: Glenwood/Aspen Board; Steamboat Springs/Summit County Board; Grand Junction Board
- Accredited Buyer's Representative (ABR)
- Certified Distressed Property Expert (CDPE)
- Certified Residential Specialist (CRS)
- Graduate, REALTOR Institute (GRI)

Skills:

- Real Estate Sales and Marketing
- Negotiation and Contract Management
- Team Leadership and Management
- Legal Research and Analysis
- Expert witness – real estate
- Strong Communication and Interpersonal Skills
- Customer Relationship Management
- Business Development and Strategy Planning
- Technology Proficiency: CRM, MLS, Microsoft Office, Legal Software, AppFolio
- Residential Designer

References:

Available upon request