

JULIO GUZMAN

4230 S. Macdill Ave Tampa FL 33611/ 813-310-0959

QUALIFICATIONS

Over 23 years' experience in the Real Estate industry; research and evaluation of sales, demographics, and land uses; data interpretation, development and implementation of action plans. Real Estate Trainer and instructor over 19 years. In addition, 12 years experience in Operations, Training and Management of myriad projects and special operations in foreign countries to include economic impact studies, marketing analysis and implementation future business development plans.

CAREER SUMMARY

- Real Estate Broker owner/operator, representing and assisting in property management, business and land acquisitions, investments and cost/cash flow analysis.
- Real Estate Instructor/trainer, Pre-license, post-license and Broker qualifications courses.
- Real Estate Consultant, advise consumers on residential property values, review and select appropriate properties, prepare contracts for purchase, negotiate terms, revise and amend contracts, and assist with closing procedures.
- Presented various seminars to homeowner associations, civic organizations and civic action groups covering such subjects as condemnation and eminent domain.
- Developed and implemented action plans based on demographic trends affecting geographic market segments; analyzed results and implemented changes.
- Responsible for the training and supervision of 10 subordinates performing operations in a Personnel Office to include: instruction in personnel classification and utilization, organizational structure, information systems training and integration.
- Advised organizational staff on administrative support functions, records maintenance, promotions management, evaluation reports, and information systems management
- Consolidated draft reports and surveys, researched specific policies and procedures for instruction and implementation. Prepared weekly reports and briefed organizational staff on company strengths and shortages.

SKILLS

- Speak, read, and write Spanish and Italian fluently.
- Comfortable public speaker: orientations, briefings and classroom instruction
- Office protocols, developed standards manuals
- Able to work with customers of diverse cultural and ethnic backgrounds

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EDUCATION

NAME OF SCHOOL: Florida Metropolitan University Tampa FL
COURSE/MAJOR: Business **DEGREE:** Bachelor's Business Admin.
CREDIT/HOURS: 196Sem. Hrs. Completed

NAME OF SCHOOL: Bob Hogue School of Real Estate St. Petersburg, FL
COURSE/MAJOR: Real Estate Appraisal, Finance, & Investment; Business Management;
Real Estate Law and Principles.
DEGREE: Certificate/License **CREDIT/HOURS:** 265

NAME OF SCHOOL: U.S. Army 250-ASI2S Fort Bliss, TX
COURSE/MAJOR: Staff Operations **DEGREE:** Grad/Cert.
CREDIT/HOURS: 314

NAME OF SCHOOL: U.S. Army 500-75B30 Fort Benjamin Harrison, IN
COURSE/MAJOR: Personnel Management **DEGREE:** Grad/Cert.
CREDIT/HOURS: 219

NAME OF SCHOOL: U.S. Army 605-19-PLDC Schofield Barracks, HI
COURSE/MAJOR: Mid-level Management **DEGREE:** Grad/Cert.
CREDIT/HOURS: 213

NAME OF SCHOOL: U.S. Army 500-75B10 Fort Benjamin Harrison, IN
COURSE/MAJOR: Personnel Administration **DEGREE:** Grad/Cert.
CREDIT/HOURS: 306

ORGANIZATIONS

- Legion Member of the Fraternal Order of Moose, Interbay Lodge #912
- Past President (2 terms) and active member of Club Ibérico Español, a non-profit social/cultural organization
- Gulf Coast Youth Soccer Association; have coached youth soccer for 20 years
- Member of the National, Florida and Greater Tampa Association of Realtors
- Board member of the Gandy Civic Association, Tampa FL