

# Samantha Jobseeker

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## Career Target / Value Offered

Professional position with a company or organization that will benefit from a blend of diverse qualifications and interests in real estate development, community development, and global issues. Internationally traveled with a purpose-driven desire to make a difference in the world through creative solutions to problems of global significance and through building better communities globally. Uncommonly strong perseverance and sense of integrity. Natural business aptitude coupled with holistic outlook on life and sincere interest in charitable work. Strong research, writing, and computer skills. Other strengths include:

**Excellent Work Ethic ~ Creative Problem Solving Abilities ~ Strong Project Orientation ~ Team Player ~ Visionary  
~ Sensitive to Multiculturalism & Diversity ~ Technologically Capable ~ Committed & Driven**

## Qualifications Summary

### Special Project Coordination

- ▶ Researched and performed due diligence, analyzing financial feasibility of potential real estate acquisitions for business focused on providing safe and affordable housing for below-average and median income families. Assessed ROI potential of properties as rentals and fix/flips.
- ▶ Worked on project teams that prepared private golf club for PGA tournament, including general and special property maintenance, delivery and stocking of supplies, and providing assistance to food service and kitchen staff.
- ▶ Teamed with director of UNH's Volunteer Center in creating a co-curricular transcript that allowed students to document service and leadership activities for future employment and graduate school admissions.

### International Experience

- ▶ Participated on mission trips to Mexico and Dominican Republic. Performed various volunteer work with children, recovering drug addicts, battered women, and local hospitals.
- ▶ Traveled to Brazil to assist with construction and restoration of local churches. Tutored students at ESL schools.

### Team Work & Team Building / Group Facilitation

- ▶ Demonstrated ability as a team builder capable of recognizing and engaging unique talents in others, motivating co-workers to complete both routine duties and challenging projects in the most efficient and effective manner.
- ▶ Served as group leader and facilitator for UNH's special program for high-school students.
- ▶ Tutored disadvantaged and under-achieving students in reading as volunteer in UNH's special reading program. At Barrington Community College, founded club that provided assistance to students in adjusting to college.

### Creative Problem Solving

- ▶ Took initiative to observe operations and think creatively and "outside the box" to develop new and more efficient techniques for day-to-day tasks such as managing inventory, ultimately saving both time and money.
- ▶ Contributed to sales increases by recommending changes to lighting and merchandising displays during special sales events at a retail store known for high-end knit clothing. Helped design attractive displays, organized stock, prepared showroom, and provided efficient systems for sale-day operations.

### Communications & Customer Service

- ▶ Proved interpersonal and communication abilities as a driver chartered to transport NBA and WNBA players and guests (celebrities and prominent athletes) to engagements during the 2005 All-Star Weekend in Rochester.
- ▶ Developed broad knowledge spanning many areas of operations of a private/exclusive golf club and resort. Became go-to person to solve problems, to "make things happen" regardless of the challenges, and provide support and service to members, guests, and co-workers; continuously strived to exceed expectations.

## Education

University of New Hampshire – Durham, NH (1999 – 2003)  
COURSEWORK TOWARD DUAL B.A. DEGREES • English and Sociology

## Work History

REAL ESTATE INVESTMENT DUE DILIGENCE • XXXXXX LLC (2003 – Present)  
PURCHASING / KITCHEN ASSISTANT / MAINTENANCE • XXXX  
DRIVER • XXXXXX Transportation (2003 – Present)  
INVENTORY & MERCHANDISING ASSISTANT • XXXX

\*\*\* Extensive volunteer work on multiple, extensive foreign mission trips (Brazil, Barrington Community College and University of New Hampshire)

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