

*Tammy M Adams*

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**Education**

Bachelor of Science of Business Administration Ellensburg WA  
Emphasis in purchasing and marketing  
Graduated from Central Washington University 2003  
Seattle King County Association of Realtors  
Certified Short Sale Negotiator 2011 Bellevue WA  
Washington Managing Broker  
Rockwell Institute, currently taking classes

**Qualifications**

Management experience, managing/maintaining budgets, setting/obtaining sales goals  
Proficient with computers  
Communication skills, Customer Service, Sales Experience  
Licensed Realtor in Washington and California, updated on current laws and regulations  
Organized, ability to multi-task, self-motivated

**Work Experience**

Realtor, Virgil Adams Real Estate, Olympia WA 2009-Current  
Representing buyers and sellers in today's competitive and changing market, assisting local banks with BPO's, short sale specialist

Realtor, PMZ Real Estate, Oakdale CA 2006-2010  
Representing buyers and sellers in California's quickly changing market, assisting local banks with BPO's, short sale specialist, ranch/ranchette specialist

Realtor/Office Administration, Prudential California Realty, Waterford/Oakdale CA 2005-2006  
Transaction coordinator, assistant to Jo and Jim Cates, representing buyers and sellers in California's quickly changing market, assisting local banks with BPO's and learning how to work with short sales

Purchaser, Summit Aeronautics (now Boeing Helena), Helena MT 2003-2005  
Purchased equipment, tools and parts for manufacturing and fabricating commercial and navy airplane parts and structures.

Retail Sales, New Store Coordinator & Sign Shop Manager, Zumiez 1995-2003  
Olympia, Bellingham & Everett  
Progressed from sales to management then moved onto corporate headquarters where I opened new stores and managed the sign shop for the company.

**References**

- \*Dennis Adams, Broker Virgil Adams Real Estate, 360-791-1651 (current employer)
- \*Jo and Jim Cates, Realtors PMZ Real Estate, 209-968-5660 or 209-606-0692 (previous co-worker)
- \*Richard Hundley, Office manager PMZ Real Estate, 209-988-4663 (previous manager)
- \*Mervet Sanchez, Chicago Title, 360-790-1300 (current professional colleague)
- \*Melody Todd, Zumiez Inc., 425-551-1500 (previous co-worker)