





INNA HODIAIEVA

REAL ESTATE AGENT

CONTACT

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EDUCATION

1998-2004
ODESA NATIONAL UNIVERSITY OF
TECHNOLOGIES

- Process engineer for grain storage and processing

2011-2012
ODESA NATIONAL UNIVERSITY OF
ECONOMICS

- Faculty of Personnel Retraining.
Specialty: Finance.

PRIVILEGE

- Full time work
- flexible schedule
- Experience: +15 years
- Car owner

LANGUAGES

- Russian (Native)
- Ukrainian (Native)
- English A1

KNOWLEDGE AND SKILLS

I have successful experience in selecting properties both for sale and for rent. Extensive experience in working with real estate databases (operational monitoring, comparative analysis, negotiations).

I promptly select a package of proposals according to the client's parameters (from several hours to 1 day). I conduct negotiations on the full range of real estate rental/sale services.

I conduct showings and handle transactions from start to finish. I draw up and check advance and lease agreements.

WORK EXPERIENCE

Real Estate Agency "Continet"

Real Estate Agent

JULY 2007-
FEBRUARY 2009

- Search for clients;
- increasing the old and developing a new client base, negotiating and conducting consultations;
- display of an object (apartment, house)
- As well as transaction support (collection of documents, real estate valuation, conclusion of contracts);
- Constant monitoring of the real estate market.

ORANTA NATIONAL JOINT STOCK INSURANCE COMPANY

March 2009-
February 2014

Department head

- Organizing the work of the department, fulfilling assigned tasks, developing a client base.
- Maintaining the existing client base, ensuring contract extensions; - creation and supervision of an effective agent network: training in auto insurance, personnel selection, training and monitoring the work of employees

Real Estate Agency "UkrProfy"

Real Estate Agent

July 2017 -
February 2022

- Working with exclusive properties;
- Providing property inspections;
- Advertising of objects;
- Providing assistance to clients in collecting the necessary documents for the transaction.