

**DENISSE CORTES, REALTOR®**

2034 Route 209 – P.O. Box 1611, Brodheadsville, PA 18322

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**OBJECTIVE**

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Offer my occupational experience and enhanced - bi-lingual communications skill set to provide unparalleled customer service to the consumers of the Pocono Mountains real estate industry.

**WORK HISTORY**

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**Pocono Mountains Real Estate, Inc., Brodheadsville, PA 18322**  
REALTOR®

**January 2013 - Present**

- Represent clients in the marketing of their properties
- Determine property values through market data analysis & preparation of marketing plan(s)
- Provide leadership to clients that helps enhance the property’s appeal through staging
- Promote personal inventories to other REALTORS® and potential consumers
- Schedule showings and host open house events so potential buyers can view the property
- Negotiate contracts with buyers/agents , and purchase agreements with sellers/agents
- Educate sellers about disclosure requirements
- Facilitate and coordinate the closing process on behalf of clients
- Aid sellers through selling process and buyers through buying process
- Assist prospective clients with identifying areas to look for property and suitable properties for their needs
- Research history and tax records of properties offered for sale

**Better Homes and Gardens Real Estate Wilkins & Associates, Stroudsburg, PA 18360**  
REALTOR®

**May 2007 – Jan 2013**

**PRHAS Inc., Bronx, NY 10459**  
Case Manager/Supervisor

**June 1990 – July 2003**

Supervised 5 Case Managers, Managed 160 Home Attendants that provided home care to 80 clients. I was responsible for all areas of operations, human resources, intakes, clients, caregivers, and scheduling.

**EDUCATION**

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Pocono Real Estate Academy, Stroudsburg Pennsylvania

**2007**

SUNY Farmingdale State College, *Farmingdale, NY*

**May 1989**

*AAS in Business Administration*

**MEMBERSHIPS/Charity Affiliations**

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National Association of Realtors

Pennsylvania Association of Realtors

Pocono Mountain Association of Realtors

American Red Cross

Sierra View – Clean Up Day

PMYSA Soccer Association

Keystone Soccer Club

**LANGUAGE SKILLS**

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Fluent in Spanish