



OSAMA MOSSA

CONTACT

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EDUCATION

2006

Master degree of Business

Administration: Public relation & Marketing

University of Essex, Colchester Campus UK, UK

LANGUAGES

Arabic: Native language

English: C2

Master or proficient

French: C2

Master or proficient

PROFESSIONAL SUMMARY

Client-driven Property Consultant with 12 years of experience leveraging market trends and supporting individual journeys in real estate .

Thoughtful and deliberate real estate market analyst, bringing extensive knowledge of home and property improvement value to competitive markets.

WORK HISTORY

March 2015 - Current

Senior Property Consultant, *Arabian developer. LLC*, Dubai, UAE

- Gathered, distributed and maintained all marketing plan materials such as graphics, revenue goals and new business benchmarks.
- Assisted clients with corporate relocation services.
- Coordinated appointments with prospective buyers to showcase houses and plots.
- Guided homebuyers and sellers through process of short sales.
- Developed close relationships with area realtors and promoted builders to boost referral network.
- Created estate agent and buyer incentives and strategies with other agents, builders and buyers.
- Acted as listing agent for brokers.
- Answered phone calls and emails from potential and existing customers.
- Organised charity and public events to bring awareness to neighbourhood, generating lead flow.
- Verified completion of legal formalities prior to closing dates.
- Professionally represented sellers in complex negotiation with prospective buyers.
- Increased customer satisfaction ratings, addressing issues effectively for speedy resolution.
- Ensure adherence of leases and contracts.
- Advertised properties to general public via networking, brochures, adverts and multiple listing services to maximise exposure.
- Collated detailed property information and organised photo shoots.
- Managed and rented out rental properties.
- Generated lists of properties compatible with buyers' needs and financial resources.
- Accessed monthly rental and sales market reports and company databases to identify rental solutions and meet clients' needs.
- Showed residential properties and explained features, value and

benefits of available homes.

- Fielded client complaints and issues about community.
- Negotiated contracts and coordinate with lenders, solicitors and inspectors.
- Reviewed sales strategies and marketing plans.
- Wrote contracts between buyers and sellers and ensured adherence.
- Counselling new buyers to enhance sales opportunities.
- Communicated with builders and engineers about how to sell new houses.
- Represented 12 client while helping people from all over world realise personal real estate goals.

August 2010 - February 2015

Real Estate Manager, *United international property development*, Dubai, UAE

- Provided outstanding levels of customer care, communicating effectively and professionally to develop positive company reputation.
- Performed accurate property valuations, advising clients on techniques to improve profitable sales outcomes.
- Astutely managed negotiations between vendor and purchaser to garner best-possible sales price.
- Recruited and trained high-achieving sales and lettings staff, providing regular mentoring to improve team performance.
- Used outstanding communication, persuasion and sales techniques to grow property sales and lettings.
- Acted as listing agent for brokers.
- Gathered, distributed and maintained all marketing plan materials such as graphics, revenue goals and new business benchmarks.
- Fielded client complaints and issues about community.
- Assisted clients with corporate relocation services.
- Ensure adherence of leases and contracts.
- Organised charity and public events to bring awareness to neighbourhood generating lead flow.
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- Answered phone calls and emails from potential and existing customers.
- Accessed monthly rental and sales market reports and company databases to identify rental solutions and meet clients' needs.
- Communicated with builders and engineers about how to sell new houses.
- Managed and rented out rental properties.
- Generated lists of properties compatible with buyers' needs and financial resources.
- Guided home buyers and sellers through process of short sales.
- Reviewed sales strategies and marketing plans.
- Managed and motivated team of 22 staff, growing monthly profits by average of 20 %.

SKILLS

- Comparative market analysis
- Client management
- Communications
- Value estimating
- Mortgage Office
- Experienced buyers' agent
- Honest and ethical
- Worked with first-time buyers to evaluate available properties according to needs.
- Strategic re-marketing

ADDITIONAL INFORMATION

French Nationality

Driving license : valid UAE & European

Available to join Immediately

Computer skills:

MS Office (Word, Excel, PowerPoint, Outlook), CRM Tools, SAP ERP

B2B, B2C, copywriter, social media, GCC & Global experience