

SueAnne Hartfiel - REO Agent Resume

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19 year Licensed Real Estate Agent

Dalton Wade Real Estate Group

St. Petersburg, Florida

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PROFESSIONAL SUMMARY

19 YEARS REO EXPERIENCED RESULTS-DRIVEN REAL ESTATE OWNED (REO) SPECIALIST HANDLING EVERY STAGE OF THE REO LIFECYCLE. PROVEN EXPERTISE IN ASSET MANAGEMENT, VALUATION, OCCUPANCY SOLUTIONS, PROPERTY PRESERVATION, AND MARKETING OF BANK-OWNED PROPERTIES. KNOWN FOR MAXIMIZING RECOVERY VALUE FOR ASSET MANAGERS AND INSTITUTIONAL CLIENTS WHILE MAINTAINING COMPLIANCE, SPEED, AND PROFESSIONALISM.

CORE COMPETENCIES

- BPOs & Valuations (Exterior & Interior)
- Occupancy Checks & Initial Contact
- Cash for Keys Negotiations
- Lock Change/Rekey Coordination
- Property Preservation Oversight
- Vendor Management & Repair Estimates
- MLS Listing & Strategic Pricing
- Marketing & Buyer Outreach
- Offer Negotiation & Contract Management
- Title Resolution & Closing Coordination
- Compliance with HUD/Fannie/Freddie Guidelines
- Tenant Transition & Legal Coordination (if required)

PROFESSIONAL EXPERIENCE

REO Listing Agent

Dalton Wade Real Estate Group - St. Petersburg, FL

2006-Present

- Managed over 500 REO properties from assignment to closing, consistently meeting or exceeding asset manager timelines.
- Performed timely and accurate Broker Price Opinions (BPOs), using data-driven valuation strategies for effective asset pricing.
- Conducted occupancy checks and negotiated cash for keys to facilitate peaceful tenant transitions and reduce eviction-related costs.
- Coordinated rekey services, trash-outs, and safety/code compliance work with approved vendors to prepare properties for market.
- Created detailed property condition reports with photo documentation for asset managers and third-party servicers.
- Listed properties on MLS with professional staging guidance, photo enhancement, and syndication across all major platforms.
- Managed multiple offers, including investor and first-time buyer financing scenarios; prepared thorough offer summaries and advised sellers.
- Resolved title issues in coordination with attorneys and title companies to ensure a smooth closing process.
- Maintained meticulous records and reporting through platforms such as RES.NET, Equator, Pyramid, and other REO portals.

LICENSES & CERTIFICATIONS

- Florida Licensed Real Estate Agent - Active
- HUD Certified Listing Agent
- REO Agent Certified
- Equator Platinum Certified
- RES.NET Certified Agent

TECHNICAL SKILLS

- MLS (Stellar MLS)
- RES.NET, Equator, Pyramid Platform
- Appraisal & BPO software (NVS, Clear Capital, BPO Fulfillment)
- Microsoft Office Suite, Google Workspace
- DocuSign, Dotloop, Skyslope

AREAS SERVED

Pinellas County, Hillsborough County, Pasco County - Specializing in St. Petersburg, Clearwater, Largo, Holiday, Dunedin, and coastal/beach areas.