

PAUL THOMAS GHIZONI

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Professional Objective

To continue my career with an innovative industry leader that fully encompasses my professional and personal goals, matched with my industry experience and career path.

Specific Interests

Account Management, "Sense of Place and Community," Innovation and Growth, Harvesting Sustainable Relationships, Sales and Service, Management and Marketing, The Outdoors, Travel, Music and the Sporting World.

Professional Experience

Wells Fargo Bank: October 2008 – August 2009

Personal Banker

Provided world class customer service and sales support to over 800 households and businesses in the Golden Valley area, sourcing new opportunities from referrals, Chosen as Membership Banking Champion to support local business in Golden Valley area including Honeywell, General Mills and Park Nicollet.

1. Conducted sales presentations and benefit fairs to up to 30 employees
2. Provided support and development methods for small businesses

Gabriel Financial Group Inc: January 2006 – October 2008

Loan Consultant, Office Manager

Origination, sale and brokerage of mortgage loans including ordering title, appraisal, and comp searches, hiring and managing telemarketing agents and other loan officers, and general marketing tactics and efforts for the Edina office.

1. Opened a net branch for GFG in Edina, Minnesota with branch manager
2. 2nd to branch manager in loan origination for 2006, 2007
3. Established telemarketing department for Edina branch
4. Implemented training procedures and management practices for new loan officers

Opus Northwest: September 2004 – December 2005

Assistant Director of Customer Relations: (Internship: September 2004 – February 2005)

Liaison between homeowners and contractor, initial introduction and walk-through orientation for new homeowners, reviewing request for service for warrantable construction conditions, scheduling subcontractor and vendor service work and controlling bottom line expenses to contractor and subcontractors alike.

1. 100% compliancy feedback for new homeowner's orientation walk-through
2. Operated below Opus budget for customer service through each phase of construction within the development's master plan
3. Promoted to Associate Project Manager

Associate Project Manager: (March 2005- December 2005)

On-site subcontractor schedule management of daily construction, contract negotiation on all service items, selection package review and ordering of materials for each individual unit, interpreting purchase orders to suppliers and subcontractors, individual unit inspection upon construction start to completion, approve/reject change orders, payments and purchase orders.

1. 100% on-time construction schedule for completion of each town home unit
2. 100% closing schedule for each town home unit throughout the entire master plan, in association with sales staff
3. Conducted and held minutes for each subcontractor meeting and reported feedback to Opus Construction Board of Directors each week

Education

St. Cloud State University -American Assembly of Collegiate Schools of Business Accredited
Bachelor of Science: Real Estate Development, May 2004
Minor Studies: Community Development and Urban Affairs, May 2004

Technological Skills

Microsoft Office Suite (Word, Outlook, Excel, PowerPoint, Publisher), Digital Photo Imaging,
Web Research, Calyx Point 5.4 Loan Origination Software, ACT

Organizations and Honors

1. Awarded Certificate of Bravery and Heroism > City of Coon Rapids
2. Elected St. Cloud State Real Estate Association President
3. First Annual NAIOP Student Competition presenter and award winner
4. Scholarship Recipient > Meyer Commercial Properties
5. Elected St. Cloud State Real Estate Association Networking Director

References

1. Chris Randall: Wells Fargo Bank, (612-961-8776)
2. Steven Elie: Gabriel Financial Group, (952-345-1170)
3. Ryan Allen: Opus Northwest, (612-221-0973)
4. Emily Becker: Northmarq Properties, (612-709-3077)
5. Tom Klint: Babcock, Mannella and Klint, PLLP Attorneys at Law, (763-421-5151)
6. Denise Lenaghan: Granite City, (320-260-6414)