

DEVON THOMAS



I have been a licensed Realtor in the State of Alaska since 2003. I obtained my Associate Broker's license in 2007 and committed at that time to making real estate a life-long career. My passion is homeowners where I have worked mostly in the residential real estate realm. I am excited about the opportunity to share my knowledge that I have gained as the leader of a new brokerage in our community.

EXPERIENCE

08/2018 – PRESENT

OWNER/BROKER IN CHARGE, SIGNATURE REAL ESTATE ALASKA

As the Broker/Owner, I have built the brokerage from ground zero to 42 productive licensees in just under 2 years. My duties include reviewing all files prior to closing, handling disputes with between licensees and clients, developing policies and procedures for all offices, reprimanding licensees for policy violations, developing Fair Housing policies for office and property management department, reviewing trust account reconciliations, approving commission disbursements, overseeing property management department, designing office training schedules, conducting sales meetings, assisting attorney with conflict resolution for disputes pertaining to real estate commission, Multiple Listing Service and REALTOR organizations.

Training topics taught to office include: Licensee Relationships, Closing Transactions, Common Interest Ownership/Resale Certificates, Communications/Negotiations/Counseling Skills, Contracts, Health, Safety, Environmental Issues for ADA Compliance, Fair House & Equal Opportunity, Financing Real Estate, Land Use/Planning/Zoning, Legal Descriptions, Listing Responsibilities, Marking Property, New Construction, Prohibited Conduct, Property Disclosure & Inspection, Residential Property Management, Property Valuation, Real Estate Brokerage Management, Real Estate Property Law, Real Estate License Law, Trust Account Management, Trusts/Estates/Probate, Ethics, Risk Management, Alaska Landlord Tenant Law, Customer Client Services, Broker Disclosure Responsibilities, Broker Supervision, Broker Trust Account Responsibilities, Organizing & Managing Real Estate offices.

11/2015 – 08/2018

BROKER IN CHARGE, CENTURY 21 REALTY SOLUTIONS

As the Broker in Charge, I have managed the licensees of all 6 of our locations. My duties include reviewing all files prior to closing, handling disputes with between licensees and clients, developing policies and procedures for all offices, reprimanding licensees for policy violations, overseeing the Associate Brokers In Charge to make sure their location is running smoothly, reviewing trust account reconciliations, approving commission disbursements, overseeing property management department, designing office training schedules, conducting sales meetings, assisting attorney with conflict resolution for disputes pertaining to real estate commission, Multiple Listing Service and REALTOR organizations.

11/2014 – 11/2015

ASSOCIATE BROKER/SALES MANAGER, CENTURY 21 REALTY SOLUTIONS

Upon joining a brand-new franchise of Century 21, I helped to open the office and re-brand Century 21 in our community. In addition to helping families buy and sell residential real estate, I also took on the role as the Sales Manager where my duties include mentoring and training new Realtors within our brokerage.

09/2003 – 11/2014

ASSOCIATE BROKER, RE/MAX DYNAMIC OF THE VALLEY

During my time at RE/MAX Dynamic of the Valley, I worked in many different capacities. I have worked as a licensed Transaction Coordinator, Lead Buyers Agent, Sole Proprietor and Lead Listing Partner.

EDUCATION

MAY 2000

B.A COMMUNICATION, CHAMINADE UNIVERSITY OF HONOLULU

MAY 1997

HIGH SCHOOL DIPLOMA, COLONY HIGH SCHOOL

SPECIAL SKILLS

- Consistently Exceeds Sales Goals
- Negotiating Expert
- Excellent Communicator
- Thorough Record Keeping
- Highly Professional
- Tech-Savvy
- Trained Mediator
- ZERO Ethics Complaints

ACCOMPLISHMENTS

2011-2012 Valley Board of REALTORS, Director at Large

2013 Valley Board of REALTORS, President-Elect

2013 Valley Board of REALTORS, REALTOR of the Year

2014 Valley Board of REALTORS, President

2014, Founding Member of Mat-Su Young Professionals Network

2015, National Association of REALTORS YPN Advisory Board

2015, Alaska Association of REALTORS, Director at Large

2015, Alaska Association of REALTORS, Information Management Chair

2016, Alaska Association of REALTORS, President-Elect

2017, Alaska Association of REALTORS, President

2018, Alaska Association of REALTORS, Immediate Past President

2018, Alaska Association of REALTORS, Chairman of Commitment to Excellence Committee (Education)

2018, Alaska Association of REALTORS, Alaska RPAC (Political Action Committee) Trustee

2018, Alaska Association of REALTORS, REALTOR of the Year

2019, Alaska Association of REALTORS, Chairman of Commitment to Excellence Committee (Education)

2020, Alaska Association of REALTORS, Alaska RPAC (Political Action Committee) Vice Chair