

Nana Smith

CERTIFIED REAL ESTATE APPRAISER

nana13@optonline.net • (203)-858-6727

Summary:

Dedicated, discreet, detail-oriented, real estate professional with more than a decade of experience in the appraisal, real estate, and real estate related industries. Experience also includes marketing, public relations and social media strategizing.

Geographical area of expertise is lower Fairfield County, including Greenwich, Stamford, Darien, New Canaan, and Norwalk.

Fluent in English, Georgian, and Russian.

Experience:

- **Complete Real Estate Answers, Inc.** **2002 – Present**
Specializing in:
 - Probate and divorce appraisals, asset valuations, advising buyers/sellers.
 - Appraisals for lending (purchase/refinance).
 - Researching, selecting, and purchasing houses for rehab purposes.
 - Contracting, overseeing, and managing all repairs and renovations.
 - Managing all marketing (including social media) and PR for selling rehabbed homes.
 - Supervising bookkeeping, payroll, and P&L accounting.

Partial client base includes Cadre Appraisal Group, and Bowley Moore Appraisal Centre.

- **Berkshire Hathaway Home Services** **2011 – 2014**
Real Estate Agent; New England Area
- **Sabre Appraisal Division** **2000 – 2002**
Field appraiser and reviewer for the Assessor's Office for Town of New Canaan, CT for tax assessment purposes.
- **Village Inn, New Canaan, CT** **1998 – 2000**
Managed complete day-to-day operation of this 26-room luxury bed and breakfast, including kitchen, housekeeping, reservations, customer relations, and bookkeeping.

- **Certified Tax Assessor, New Canaan, CT 1997 – 1998**

Appraised, evaluated, and assessed a variety of real estate properties. Worked in conjunction with state officials, attorneys, and property owners in various capacities.

Education:

- **Norwalk Community Collage; Hotel/Restaurant Management Certification, 2002.**
 - **Tbilisi State University; Tbilisi, Georgia, Ph.D., Physics, 1987.**
 - **Numerous classes in real estate and real estate appraisal.**
-

Licenses and Certifications:

- Licensed Appraiser, state of Connecticut, Lic. #RCR.0001179
- Licensed Realtor, state of Connecticut, Lic. #RES.0771091
- State Certified Tax Assessor, state of Connecticut
- State Certified Municipal Revaluation Assessor, state of Connecticut