

**Thomas E. Moore**  
**27 Northwood Drive**  
**Merrimack, Nh 03054.**  
**(603) 424-8859**

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**Work Experience:**

**March 2003-Present**

*Appraisals Unlimited, Inc., Needham, Ma*

Certified Residential Appraiser

Responsible for all aspects of inspection and preparation of appraisal reports for single family, multi family and condominium style dwellings in New Hampshire.

**May 2000-August 2002**

*International Component X-Change, Inc., Topsfield, Ma*

Commodities Trader/OEM Sales

Responsible for developing and managing a client base by cold calling prospects via telemarketing and field visits. Developed and maintained new worldwide OEM accounts resulting in gross profit in excess of \$800,000 over two years. Established long-term relationships. Established new sources of supply while maintaining existing supplier relationships. Exceed quarterly sales goal.

**January 1998-May 2000**

*Bob Smith's Wilderness House, Boston, Ma*

Department Manager/Buyer

Hunting & Fishing Department

Responsible for Staffing, scheduling, and merchandising. Responsible for all purchasing, hard and soft goods. Maintained and established vendor relationships. Increased sales from \$150,000 per year to \$400,000 per year. Increased margins from 20% to 40%. Negotiated purchase price, credit terms, and contracts to maximize gross profit.

**October 1994-January 1998**

*Foley Company Real Estate, Brookline, Ma*

Broker/Property Manager

Managed 55 Units, Two building property. Responsible for rent collection, leasing, and maintenance departments. Maintained 100% occupancy. Assisted in 5 million dollar sale of rental property.

**Education:**

St. Lawrence University, BA-Government.

**References:**

To be furnished upon request.

**Appraisal Related Educations:**

Basics of Real Estate Appraisals (30 hours)-JMB Real Estate Academy-February 2003

Appraising 1-4 Family Properties (30 hours) - JMB Real Estate Academy-February 2003

USPAP (15 hours) - JMB Real Estate Academy-March 2003