

# Jackie Burkett

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## EDUCATION

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### University of Washington

*Student - Master of Science, Real Estate*

**Anticipated Graduation - June 2025**

*Seattle, WA*

### Central Washington University

*Bachelor of Science, Business with Specialization in Finance*

**June 2004**

*Ellensburg, WA*

## RELEVANT WORK EXPERIENCE

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### KeyBank

*Mortgage Loan Officer*

**July 2018 – Present**

*Everett, WA*

- Develop relationships with real estate agents, physicians, dentists, and financial advisors to build a substantial mortgage lead flow for KeyBank's specialty Doctor/Dentist Mortgage.
- Train bankers in several branches on how to uncover mortgage financing needs with current clients.
- Manage the loan process for up to 15 loans at a time from start to finish to ensure a smooth and timely closing.
- Analyze complicated tax returns, financial documents, timelines, and other qualifying factors.
- Problem-solve within the parameters of underwriting guidelines and regulations to achieve a high approval rate.
- \$150M and 250 loans funded.
- Awards – Ultra-High Performer, Top Mortgage Loan Officer in WA, Top Performers Award, Outstanding Partnership, Northwest Top Performer, and more.

### Keller Williams Eastside

*Real Estate Broker*

**October 2010 – January 2016**

*Kirkland, WA*

- Awarded Rookie of the Year first year as a broker.
- Self-started and self-motivated to market myself and services and prospect to new clients and referral partners.
- Conducted continuous market research to stay abreast of the state of the local real estate market.
- Educated myself on all facets of a real estate transaction from title/escrow to financing to renovations.
- Negotiated purchase and sale terms including price, concessions, and due dates for both buyers and sellers.

### Merit Financial

*Team Lead/Mortgage Loan Officer*

**December 2004 – May 2006**

*Kirkland, WA*

- Team lead of 10 loan officers after only three months experience.
- "Top 20" producer out of 150 loan officers in 2005.
- Trained new loan officers, answered questions, and helped with brokered loan placement.

## SUMMARY OF QUALIFICATIONS

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- Seasoned residential lender with 10+ years of experience
- Analytical and mathematical aptitude
- Practiced relationship builder with excellent communication skills
- Growth mindset and welcoming of challenges

## INTERESTS/ACTIVITIES

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- **One Step at a Time Mountaineering Club:** Instructor. Developed childcare program for six-month mountaineering course.
- **PNW Women's Technical Climbing Group:** Facebook administrator. Host of ongoing book club on training for climbing and mountaineering.