

**Phillip N. Trautman II**  
2108 W. John St.  
Champaign, IL 61821  
217-352-1234

[pj@ccr-abt.com](mailto:pj@ccr-abt.com)

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**SUMMARY OF QUALIFICATIONS:**

High energy, real estate and home valuation professional with exceptional interpersonal and communication skills. Self-motivated, problem solver, dedicated to being proactive and dependable. Enjoys being a team player and a team builder. Possesses solid convictions, impeccable morals and business ethics along with the desire to produce exceptional work products.

**PROFESSIONAL EXPERIENCE:**

**Champaign County Realty – Champaign, IL** **01/2008 – Present**  
*REALTOR – Licensed Managing Broker # 471.018644*  
2108 W. John St.  
Champaign, IL 61821

- Negotiate and manage facility leases and management agreements
- Accurately derive a list price for sellers by comparing the subject property to similar homes, and analyzing current market trends including list-to-sale price ratios.
- Assist and advise in negotiation and analysis of sales contracts and inspection agreements
- Managing rental properties for property owners
- Coordinate maintenance, repairs, and improvements for rental properties and homes for sale
- Commercial sales
- Develop ads for local and national medias including The News Gazette, The Real Estate Book, The Pulse Magazine, and Realtor.com
- Act as a liaison between lenders, attorneys, agents, buyers, sellers.

**Appraisals By Trautman – Champaign, IL** **12/2006 – Present**  
*Certified Real Estate Appraiser – License # 556.004817*  
2108 W. John St.  
Champaign, IL 61821

**Appraisals By Trautman – Chicago, IL** **10/2014 – Present**  
*Certified Real Estate Appraiser – License # 556.004817*  
4960 N. Marine Dr. Suite 116  
Chicago, IL 60640

- Successfully completed more than 4,000 independent fee appraisals
- Successfully completed more than 40,000 hours of residential appraisal experience
- Conduct data research;
  - subject data: including but not limited to: address verification, Home Owner Association affiliation, taxes, special assessments, neighborhood characteristics, previous sales history, neighborhood boundaries, site size, map references including FEMA flood hazard mapping, reproduction/replacement costs, income potential, including developing an accurate Gross Rent Multiplier, site inspections, analysis of subject mechanicals, building materials, quality of construction, room count, age and condition.
  - comparable property data: including but not limited to: address verification, Home Owner Association affiliation, taxes, special assessments, neighborhood characteristics, previous sales history, map references including FEMA flood hazard mapping, currently offered sales, recently closed sales, including deriving list-to-sales price ratios, days on market analysis.
  - market conditions data: including but not limited to: current financing availability, accessibility and rates, current market trends including seller offered concessions and incentives, current average marketing time,

**EDUCATION:**

**GENERAL:**

Parkland College – *Champaign, IL* **01/2004 – 05/2008**  
General Education Specialization in Business, Real Estate, and Finance

**APPRAISAL:**

Parkland College – *Champaign, IL*  
**Real Estate Appraisal Licensing Education**  
*Basic Principles of Real Estate Appraisal* 30 Hours  
*Residential/Single Family Appraisal* 30 Hours  
*Standards of Professional Appraisal Practices* 15 Hours

McKissock Education – *Warren, PA*  
**Certified Residential Appraisal Licensing Education**  
*Residential Market Analysis and Highest & Best Use* 15 Hours  
*Statistics, Modeling, and Finance* 15 Hours  
*Residential Appraiser Site Valuation and Cost Approach* 15 Hours  
*Residential Report Writing and Case Studies* 15 Hours  
*Residential Sales Comparison and Income Approaches* 30 Hours  
*Advanced Residential Applications & Case Studies* 15 Hours  
*Appraisal Subject Matter Electives* 20 Hours

McKissock Education – *Warren, PA*  
**Certified Residential Appraisal Continuing Education**  
*2014-2015 7-Hour National USPAP Update* 7 Hours  
*Even Odder- More Oddball Appraisals* 7 Hours  
*Residential Appraisal Review* 7 Hours  
*Appraising FHA Today* 7 Hours  
*2012-2013 7-Hour National USPAP Update* 7 Hours  
*2010-2011 7-Hour National USPAP Update* 7 Hours  
*Even Odder- More Oddball Appraisals* 7 Hours  
*Residential Appraisal Review* 7 Hours  
*Appraising FHA Today* 7 Hours  
*Appraising FHA Today* 7 Hours  
*2008-2009 National USPAP Update* 7 Hours

**SALESPERSON/BROKER:**

Coldwell Banker Devonshire Realty – *Champaign, IL*  
**Real Estate Sales Licensing Education**  
*Real Estate Transactions* 45 Hours

Champaign County Association of REALTORS – *Savoy, IL*  
**Salesperson Elective Continuing Education**  
*Illinois Core A – Agency, License Law & Escrow* 3 Hours  
*Graduate of the Real Estate Institute Course II* 16 Hours  
*Graduate of the Real Estate Institute Course I* 16 Hours  
*Getting Started With Property Management* 6 Hours  
*Illinois Core B- Legal Issues* 3 Hours  
*Illinois Core A- Agency, Licence Law, & Escrow* 3 Hours  
*The Code of Ethics* 3 Hours  
*Elements of a Sales Contract* 3 Hours  
*Anti-Trust & Fair Housing Core* 3 Hours  
*Agency License Law: Escrow* 3 Hours

**PROFESSIONAL EXAMINATIONS:**

<i>Illinois Associate Appraiser Examination – Urbana, IL</i>	<i>12/2006</i>
<i>Illinois Real Estate Salesperson Examination – Urbana, IL</i>	<i>09/2008</i>
<i>Illinois Board of Review Examination – Urbana, IL</i>	<i>02/2009</i>
<i>Illinois Certified Residential Appraiser Examination – Urbana, IL</i>	<i>03/2009</i>
<i>Illinois Real Estate Managing Broker Examination – Urbana, IL</i>	<i>09/20015</i>

**PROFESSIONAL INVOLVEMENT AND AFFILIATION:**

<i>Community Development Resource Working Group – IAR</i>	<i>2015 Term</i>
<i>Major Investor Working Group – IAR</i>	<i>2015 Term</i>
<i>Professional Development Member Involvement Group – IAR</i>	<i>2015, 2016, 2017 Term</i>
<i>Professional Standards Committee – IAR</i>	<i>2015, 2016, 2017 Term</i>
<i>REALTOR Political Involvement Committee – IAR</i>	<i>2015, 2016 Term</i>
<i>Member Services Involvement Committee – CCAR</i>	<i>2014, 2015, 2016 Term</i>
<i>Affiliate Networking Working Group – CCAR</i>	<i>2014, 2015, 2016 Term</i>
<i>Professional Development Involvement Group – CCAR</i>	<i>2014, 2015, 2016 Term</i>
<i>Governmental Affairs Involvement Group – CCAR</i>	<i>2014, 2015, 2016, 2017 Term</i>
<i>Special Projects Committee – CCAR</i>	<i>2014, 2015, 2016 Term</i>
<i>Grievance Committee – CCAR</i>	<i>2014, 2015, 2016 Term</i>
<i>Champaign County Young Professionals Network – CCAR</i>	<i>2014, 2015, 2016, 2017 Term</i>
<i>Women’s Council of REALTORS- IAR</i>	<i>2014 Term</i>
<i>RPAC Major Investor</i>	<i>2014, 2015, 2016, 2017 Term</i>
<i>RPAC Pacesetter</i>	<i>2014, 2015, 2016 Term</i>
<i>Illinois Association of REALTORS Leadership Development Academy</i>	<i>2016 Term</i>
<i>United Way Emerging Community Leaders Class of 2016</i>	<i>2016 Term</i>
<i>CCAR Affiliate Choice Award</i>	<i>2016</i>
<i>CCAR Board of Directors</i>	<i>2016-2018 Term</i>
<i>Featured Agent- Top Agent Magazine</i>	<i>2017</i>

**STATE OF ILLINOIS APPOINTED COMMISSION:**

Notary Public  
Commission # 630579 Commission expiration 09/08/2017