

# SOPHIA BEREKET

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## CAREER PROFILE

- A results-oriented wholesale Account Executive with experience in business operations, client services, and building strong broker relationships.
  - In-depth expertise in identifying and capitalizing on opportunities to penetrate and develop clientmarkets.
  - Apply sharp problem-solving proficiencies, intelligent business acumen, along with exceptional communication skills, to any professional environment.
  - Skillful at performing independently or within a team to exceed all operational goals and objectives.
  - Dynamicnegotiation and relationship management skills.
  - Proven ability to lead and motivate team members to ensure success.
  - Recognized nine times as President Club Winner and three times Number One in the Nation.
  - Received Achievement Awards for Highest Broker Productivity and Highest Pull Through.
  - Worked as a translator for Ethiopian and Eritrean community for many years as a community service
  - Currently serving as a board member for Ethiopian community
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## PROFESSIONAL EXPERIENCE

### ACCOUNT EXECUTIVE CALIBER HOME LOANS

2013-2018

### Account Executive MetLife2009-2013

### ACCOUNT EXECUTIVECITIMORTGAGE

2003-2009

### ACCOUNT EXECUTIVE FIRST NATIONWIDE MORTGAGE (acquired by Citimortgage)

1995-2002

- Sharp business acumen and experience in managing broad scope of operations, from cultivating relationships with mortgage brokers, file submission and brokers training to supervising closure rate and requirements.
- Successfully steer mortgage sale operations to generate high volume growth and revenue.
- Effectively communicate with brokers regarding updated guidelines and procedures; ensure clients satisfaction and facilitate swift approval.
- Efficiently train personnel on new file submission and assist in marketing efforts by providing advertising materials to generate new business.

### RETAIL AGENT/ACCOUNT EXECUTIVE CAL FED LENDING (acquired by First Nationwide Mortgage)

1990-1995

- Successfully cultivated strong working relationships with realtor and borrowers; ensuring collection of necessary documentation for qualification.
- Responsible for pre-qualifying borrowers to facilitate home purchase negotiations.

### LOAN SECRETARY/PROCESSOR HOME SAVINGS OF AMERICA

1987-1990

- Proficiently verifiedloan documents, managed declined and withdrawn files to meet Fair Lending requirements.
  - Demonstrate capacity to provide comprehensive support for all staff including scheduling meetings, client accounts, and effectively managing all essential tasks.
  - Adept at developing and maintaining detailed administrative and procedural processes to reduce redundancy, improve accuracy and efficiency, and achieve organizational objectives.
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## EDUCATION

UNIVERSITY OF SAN ANTONIO*San Antonio, TX*

1983

### Coursework in Business

BUSINESS MANAGEMENT SCHOOL San Antonio TX