

Amanda G. Rivera

406 West Franklin St ~ Zebulon NC ~ 27597

Telephone: (919) 656-7446

QUALIFICATIONS

I am a self-motivated professional who learned business management from the ground up, an effective leader able to communicate, delegate, motivate, engage, troubleshoot, and problem solve. I am detail oriented, creative, and dependable with exceptional organizational skills. Currently, my occupations include the Managing Appraiser and Broker in Charge of Creekside, Inc, a Real Estate and Appraisal Company. And though I am not currently teaching, I am also an NCAB Approved Real Estate Appraisal Pre-Licensing and Continuing Education Instructor.

WORK EXPERIENCE

Creekside Realty & Appraisal – Zebulon, NC 12/99- Present
Managing Appraiser and Broker in Charge for Creekside, Inc, a family owned business with three NC Certified Residential Real Estate Appraisers, two REALTOR/Brokers, and one Registered Appraisal Trainee. We implemented utilizing PDF format software for electronic delivery of appraisal reports complete with digital signature. In 2000, I became an FHA registered appraiser. I worked with builders and developers to provide comprehensive data on marketability for new construction, including market valuation appraisals, operating and income statements, comparable rent schedules; draw inspections, and final inspections.

Residential Appraisal Pre-Licensing Course Instructor - Zebulon, NC 5/05 – Present
In March of 2005, I was approved by the North Carolina Appraisal Board to become a Residential Appraisal Prelicensing Course Instructor and in March 2007, I was approved to teach Appraiser Continuing Education courses as well.

Shaw Real Estate Appraisal - Cary, NC. 2/98 – 10/01
Real Estate Appraiser for fast-paced appraisal office. New skills acquired using WIN Total 2000, Apexwin, and PC Access computer programs designed for appraisal. Appraisal experience included new construction appraisals, relocation appraisals, condemnation appraisals, possible PMI removal appraisals, and market valuation appraisals. Gained experience with final inspections, draw inspections, operating and income statements, and comparable rent schedules.

EDUCATION

University of North Carolina at Chapel Hill- Chapel Hill, NC	8/88 - 12/92
Appraisal Trainee Classes- Courses R1, R2, R3, and G1	6/97 - 8/97
Real Estate Salesperson Classes and Notary Public Classes	11/99 & 3/01
FHA Approved Appraiser NCA4533	10/01
Real Estate Broker classes	8/02

References provided upon request

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Real Estate and Appraisal Education

Real Estate Salesperson Class	12/31/1999	Allied RE School
Real Estate Broker Class	08/29/2002	JY Monk
Real Estate Appraisal R1, R2, R3	09/25/1997	Triangle R&A
Real Estate Appraisal G1	05/16/1999	Williams Group

Continuing Education Classes

Appraisal Courses

“The Inspection”	05/11/2001	William Sharp
Appraisal Facts and Information	03/16/2002	Darrell Hignite
Basic Construction Technology	03/16/2002	Darrell Hignite
Building the ERC, 1073, 1024 & 1004	10/18/2002	Darrell Hignite
Know the Board Laws	10/15/2002	Darrell Hignite
USPAP Update 2003	12/07/2003	Darrell Hignite
The Review and the Reviewer	12/08/2003	Darrell Hignite
Form filling Essentials	02/21/2004	Wintotal
Paperless Office Techniques	02/22/2004	Wintotal
Supervisor/Trainee Class	08/25/2005	NCAB
USPAP Update 2005	10/02/2005	Darrell Hignite
Fannie Mae Forms	10/01/2005	Darrell Hignite
O/L Residential Cost Approach	03/06/2007	NCREEI
O/L Sales Comparison Approach	02/04/2007	NCREEI
Scope of Work in Appraisal Process	09/13/2007	NCPAC
USPAP Update 2008	12/02/2007	Darrell Hignite
Appraising FHA	12/23/2009	McKissock
USPAP Update 2010	07/10/2010	Darell Hignite
Even Odder	03/04/2011	McKissock
USPAP Update 2012	08/28/2012	Chuck Johnson
O/L Appraising FHA today	05/08/2013	McKissock
O/L Even Odder: More Oddball Appr	05/09/2013	McKissock
National USPAP 2014-2015	10/28/2013	McKissock
Fundamental Concepts of Analysis	04/30/2015	McKissock
Sales Comparison	04/30/2015	McKissock
Understanding Residential Construction	04/30/2015	McKissock

Real Estate Courses

The Contract Maze	02/01/2001	DAR
Environmental Hazards in the Home	03/16/2002	Darrell Hignite
Broker in Charge Class	10/20/2002	NCREC
For the Good of All: Realtor Code of Ethics	03/24/2004	RRAR
Quadrennial Code of Ethics	04/16/2008	NAR
Broker in Charge Class	11/07/2012	RRAR
BICUP	05/06/2015	HPW

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Organizations and Affiliations

North Carolina Professional Appraisers Coalition, - 2006 through 2010

State Secretary -2009 through 2010
State Board Member - 2006-2007
Committee of 100 Member- Franklin County
Newsletter Editor of *The Scope* from 2006 to 2010.

CDA Residential Designation- Earned in 2010

North Carolina Real Estate Appraisal Association- 2013-present

Triangle Chapter President-2013 through 2014
State Vice President -2015

Business References:

John Norment- *Cavalier Mortgage Group*,
7521 Mourning Dove Rd Suite 101
SFR, Land, Condo, Jumbo, 1004C

mrmortgagenc@aol.com
919-844-3630
ext214

Jeff Cox- *Carolina Mortgage Group*,
Zebulon, NC
SFR, Jumbo, Condo, FHA

jeffcox@carolinamortgagegroup.com
919-218-2919

Shane Richardson- *AIMS- North State Bank*
2965 Colonnade Drive
Cary NC 27511
SFR, Jumbo, FHA, Condo

erichardson@NorthStateBankMortgage.com
919-723-2428

Counties we cover in North Carolina:

Chatham, Orange, Durham, Wake, part of Nash, Franklin, Harnett, Johnston, and part of Granville