

## **Professional Resume**

**Hufstedler, Michael S; PO Box 407, Alto, NM 88312**

### **MEMBERSHIPS, LICENSES AND PROFESSIONAL DESIGNATIONS**

State of New Mexico Real Estate Appraiser - Certified Residential, Certificate Number 03151-R , Issued 02/2010

### **EDUCATION**

Kaplan Professional Schools, 2004, Uniform Standards of Professional Appraisal Practice  
Kaplan Professional Schools, 2004-2005, Real Estate Appraisal Qualifying Education  
Kaplan Professional Schools, 2007, Appraisal Certification Courses  
Kaplan Professional Schools, 2009, U Uniform Standards of Professional Appraisal Practice  
McKissock, 2009, Even Odder -- MORE Oddball Appraisals  
McKissock, 2009, Appraising FHA Today  
McKissock, 2009, Introduction to Green Building for Real Estate Appraisers  
McKissock, 2009, REO & Foreclosures  
The Columbia Institute, 2012, Mortgage Fraud-Appraiser Risk Management  
The Columbia Institute, 2011, Report Writing-the UAD  
The Columbia Institute, 2012, USPAP Update  
McKissock, 2012, Private Appraisal Assignments  
McKissock, 2012, Land and Site Valuation  
2012, State of New Mexico Mandatory Course

### **EMPLOYMENT HISTORY**

Hufstedler Appraisal- Owner/Certified Residential Real Estate Appraiser February 2010-Present

- Complete all appraisal inspections assigned
- Complete all reports from start to finish as assigned
- Manage daily business operating activities and oversee all employees

Hufstedler Appraisal- Owner/Appraiser Apprentice- January 2008-February 2010

- Complete all appraisal inspections assigned
- Complete all reports from start to finish as assigned
- Manage daily duties of the office including order tracking, turn time updates, etc.

Hufstedler Appraisal- Appraiser Apprentice – Fall 2006 to January 2008

- Provided assistance with all aspects of appraisal inspections
- Completed appraisals with certified residential appraiser supervision
- Basic data entry including sketch drawing, photo input, basic property data entry from appraiser's property inspection sketch, etc

Hufstedler Appraisal - Appraiser Assistant – Spring 2004 – Fall 2006

- Provided support for company computers-learned Apex, ACI, MLS and other software offerings.
- Basic data entry including sketch drawing, photo input, basic property data entry from appraiser's property inspection sketch, etc

### **EXPERIENCE SUMMARY (PAST FIVE YEARS, EXISTING AND PROPOSED CONSTRUCTION)**

Single Family Detached Dwellings - 4000

Condominiums - 400

Duplex/Triplex/Fourplex - 10

Commercial - 1

Land (finished lots, raw land) – 150

Desk Reviews and Field Reviews-100

The above appraisals include many federally related transactions and some transactions that were for actual federal entities. These federal entities include but are not limited to U.S.D.A. and the U.S. Department of Treasury.

### **GEOGRAPHIC AREA**

Serving Lincoln, Otero, and Chaves Counties in New Mexico

**DATA SOURCES**

County Records (electronic access, telephonic query and in-person requests), Village Records, MLS, Title Companies, Salespersons/Brokers, Surveyors, Contractors, Appraisers, and Utility Companies

**PROFESSIONAL REFERENCES**

First Federal / Maria Misquez, Mortgage Loan Officer  
398 Sudderth Drive, Ruidoso, NM 88345, (575) 257-4006

Pioneer Savings Bank / Rita Griffin, Mortgage Loan Officer  
1095 Mechem Drive, Ruidoso, NM 88345, (575) 258-5858

City Bank/ Sara Griego, Executive Assistant  
1096 Mechem Drive, Ruidoso, NM 88345, (575) 258-2265