

Graham McKinnon

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Summary of Qualifications

- **Real Estate and Financial Expertise:** In-depth experience with valuation-based secured lending at Scotiabank, where I commissioned appraisals through Nationwide Appraisal Services and utilized financial calculations to assess property value for mortgage products. Well-versed in reviewing and processing property-related financial data, essential for accurate property appraisals.
- **Real Estate Appraisal Education:** Successfully completed BUSI - 330 Foundations of Real Estate Appraisal at the University of British Columbia, acquiring a solid foundation in real estate appraisal, property valuation, and market analysis.
- **Strong Analytical & Detail-Oriented Skills:** Extensive experience in performing detailed financial calculations and data analysis in roles at Scotiabank and Grant Thornton LLP. This background has honed my ability to analyze market trends and property data with precision—key skills for conducting thorough property appraisals.
- **Customer Service and Communication:** Proven ability to communicate effectively with clients, explaining complex financial products and appraisal reports in simple terms. Experience in providing personalized financial advice and managing client relationships at Scotiabank and Valley Credit Union.
- **Attention to Detail:** Demonstrated ability to manage sensitive financial information with accuracy and compliance in previous roles, ensuring precise document handling and data management, crucial for preparing detailed and accurate appraisal reports.

EXPERIENCE

Scotiabank, Greenwood NS
Financial Advisor

June 2021 - Present

- Loan application processing
- Valuation based secured lending
- Commissioning appraisals through Nationwide Appraisal Services
- Presenting complex mortgage products with clients
- Detailed financial calculations
- Data entry & word processing
- Excel based data analytics

Bell Canada (The Source), Halifax NS
Sales Associate

December 2019 – June 2021

- Completion of phone sales in retail setting
- Troubleshooting customer technical issues
- Credit bureau application processing
- Inventory management
- Bank deposits

Grant Thornton LLP, Kentville NS
Co-op Student

March 2019 - May 2019

- Processing of personal tax returns
- General bookkeeping
- Compliance with strict client confidentiality
- Experience in tasks requiring extreme attention to detail

Valley Credit Union, Cambridge NS
Member Experience Representative (Teller)

April 2018 – August 2018

- Handling personal and business financial transactions
- Drafting administrative documents
- Compliance with internal controls
- Maintaining detailed records

EDUCATION

University of British Columbia
BUSI - 330 Foundations of Real Estate Appraisal - Passed 2024

Lifeshield
Standard First Aid - 2024

Canadian Institute of Financial Planning
RFRA - Registered Financial and Retirement Advisor Program - 2023

Investment Funds Institute of Canada
Canadian Investment Funds Course - Mutual Funds License - 2021

Saint Mary's University, Halifax NS
Bachelor of Commerce - Finance Major - 2021

Nova Scotia Community College, Kentville NS
Business Administration - 2019

Nova Scotia Community College, Kentville NS
Introduction to WHMIS - 2019