MA

MICHAEL ANDERSON

LEAD LAND RECORDS ANALYST

CONTACT

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SKILLS

- real estate analysis
- regulatory compliance
- project management
- database management
- GIS
- community engagement

LANGUAGES

- English
- Spanish
- French

EDUCATION

BACHELOR OF ARTS IN URBAN STUDIES, UNIVERSITY OF NEW YORK

ACHIEVEMENTS

- Led a successful initiative that improved public access to property records by 50%.
- Awarded Employee of the Year for outstanding contributions in 2021.
- Implemented a training program for new staff that increased productivity by 20%.

PROFILE

Accomplished Land Records Analyst with a robust background in real estate and property management, possessing over 12 years of experience in assessing land use and ownership documentation. Expertise in conducting detailed reviews of land transactions and ensuring compliance with relevant legislation. Proficient in leveraging technology to enhance the accuracy and efficiency of land record systems.

EXPERIENCE

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Urban Development Agency

2016 - Present

- Oversaw the analysis of land use applications to ensure compliance with zoning regulations.
- Developed and maintained a comprehensive database of land records and transactions.
- Collaborated with city planners to assess the impact of proposed developments.
- Provided expert testimony in land use hearings and public forums.
- Managed a team of analysts, providing mentorship and guidance.
- Streamlined the land application process, reducing average review time by 40%.

PROPERTY RECORDS ANALYST

Realty Advisors Group

2014 - 2016

- Performed detailed assessments of property records to identify discrepancies.
- Utilized advanced software to create visual representations of land parcels.
- Engaged with property owners to clarify record-related inquiries.
- Assisted in the preparation of land surveys for real estate transactions.
- Conducted research on historical land use practices to inform current policy.
- Participated in community outreach initiatives to enhance public understanding of land rights.