



MICHAEL ANDERSON

Senior Public Housing Manager

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SUMMARY

Dynamic and results-oriented Public Housing Manager with over 15 years of experience in overseeing large-scale housing programs. Expertise in policy development, regulatory compliance, and community engagement. Demonstrated ability to lead diverse teams and manage complex projects within budgetary constraints. Proven track record in enhancing operational efficiencies and improving tenant satisfaction. Skilled in leveraging data analytics to inform strategic decision-making and drive program improvements.

WORK EXPERIENCE

Senior Public Housing Manager Urban Development Corporation

Jan 2023 - Present

- Oversaw the management of over 1,000 public housing units, ensuring compliance with federal and state regulations.
- Implemented a comprehensive tenant engagement program that improved resident satisfaction by 25%.
- Developed and managed a \$5 million budget, optimizing resource allocation across multiple housing projects.
- Collaborated with local government agencies to secure funding for community development initiatives.
- Conducted regular audits to assess property conditions and compliance with housing standards.
- Facilitated training sessions for staff on best practices in public housing management.

Public Housing Coordinator City Housing Authority

Jan 2020 - Dec 2022

- Managed daily operations for 500 public housing units, ensuring efficient service delivery to residents.
 - Coordinated maintenance and repair activities, reducing response times by 30%.
 - Established partnerships with local nonprofits to provide support services for residents.
 - Implemented a data tracking system to monitor tenant applications and placements.
 - Conducted outreach programs to educate residents on available housing resources.
 - Participated in community meetings to address tenant concerns and gather feedback.
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EDUCATION

Master of Public Administration, University of City, 2008

Sep 2019 - Oct 2020

ADDITIONAL INFORMATION

- **Technical Skills:** Project Management, Regulatory Compliance, Budget Management, Data Analysis, Community Engagement, Team Leadership
- **Awards/Activities:** Awarded 'Outstanding Housing Manager of the Year' by the National Housing Association in 2021.
- **Awards/Activities:** Successfully increased funding for housing programs by 40% through grant writing and advocacy.
- **Awards/Activities:** Implemented energy-efficient upgrades across public housing units, resulting in a 20% reduction in utility costs for residents.
- **Languages:** English, Spanish, French