



MICHAEL ANDERSON

SENIOR REAL ESTATE MANAGER

PROFILE

Seasoned Senior Real Estate Manager with extensive experience in residential and commercial property management. Recognized for a strategic approach to enhancing asset value and optimizing operational performance through innovative management practices. Expertise in financial analysis, budgeting, and forecasting, with a solid background in leveraging technology to drive efficiencies. Skilled in building high-performing teams and fostering relationships with clients, contractors, and stakeholders.

EXPERIENCE

SENIOR REAL ESTATE MANAGER

Premier Property Solutions

2016 - Present

- Managed a diverse portfolio of over 1,000 residential units, achieving a 95% occupancy rate.
- Developed and executed annual budgets that improved profitability by 20%.
- Streamlined tenant onboarding processes, reducing vacancy time by 15 days on average.
- Utilized property management software to enhance reporting accuracy and efficiency.
- Trained and supervised property management teams to deliver outstanding service.
- Conducted regular property inspections to ensure compliance with safety standards.

PROPERTY MANAGER

XYZ Realty Group

2014 - 2016

- Oversaw daily operations of a commercial property portfolio, enhancing tenant satisfaction.
- Implemented cost-saving measures that reduced operating expenses by 18%.
- Negotiated vendor contracts, ensuring quality service at competitive rates.
- Coordinated maintenance and repair schedules to minimize disruption to tenants.
- Conducted market research to inform pricing strategies and leasing agreements.
- Established strong relationships with tenants, resulting in higher retention rates.

CONTACT

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SKILLS

- Property management
- Financial analysis
- Team leadership
- Budgeting
- Customer service
- Regulatory compliance

LANGUAGES

- English
- Spanish
- French

EDUCATION

BACHELOR OF SCIENCE IN BUSINESS
ADMINISTRATION, UNIVERSITY OF
FLORIDA

ACHIEVEMENTS

- Recognized for achieving the highest tenant satisfaction scores in 2020.
- Successfully reduced tenant turnover by 30% through enhanced engagement strategies.
- Led a project that improved energy efficiency, resulting in a 10% reduction in utility costs.