

JASON Y. KORENGOLD

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SUMMARY OF QUALIFICATIONS

A results-oriented professional with excellent qualifications and background as an **ASSOCIATE, ASSISTANT PROJECT MANAGER** and **PROJECT MANAGER**. Possess outstanding communication and interpersonal skills. Very resourceful and adaptable. Resolve problems with tact and diplomacy. Motivated and enthusiastic towards customers and co-workers. Exhibit a flexible attitude and perform successfully independently or as part of a cooperative team effort. Present a professional and positive company image at all times. Ability to multi-task several projects concurrently.

Key Strengths Include:

- Successfully coordinate multiple assignments simultaneously.
- Manage multiple projects within budget and deliver results on time.
- Deliver quality customer service with the ability to meet or exceed client expectations.
- Maintain a detailed knowledge of codes and zoning regulations as well as required forms, amendments and applications.
- Precise and thorough, maintaining accuracy and quality in work performance.

PROFESSIONAL EXPERIENCE**ANALYST/ASSISTANT PROJECT MANAGER • Makar Properties, LLC - Newport Beach, CA**

Responsibilities include all aspects of conducting economic, demographic and community research. Utilize information to forecast potential projects and future development locations. Handle the analyzation of cash flow for potential projects and interact with brokers. Organize and manage consultants, architects and engineers for each project and prepare necessary documentation.

Prepare and complete local agency applications for proposed development projects. Create and maintain project budgets including negotiating contracts and preparing necessary change orders. Produce and monitor project schedules. Continually interact with local agencies to ensure consistent project processing and project approval. Conduct community outreach to educate neighboring property owners about projects. (2002 to Present)

MANAGEMENT INTERN • Community Development Department - Burbank, CA

Directly accountable for obtaining economic and community research information and preparing detailed reports for use in forecasting future projects. Organized a high volume of city property documents including title, project plans and reports. Reviewed planning cases and developer plans and ensured that all required zoning and coding regulations were met. Resolved any discrepancies. (2000 to 2001)

INTERN/ASSISTANT PROJECT MANAGER • Naim Associates - Beverly Hills, CA

Completed a high volume of market analysis projects for a residential development project in Oceanside, California. Conducted local property surveys and searches of any undeveloped land as well as prime real estate. Organized/initiated the negotiation process for land acquisition projects. (2000 to 2001)

INTERN • S & A Properties - Costa Mesa, CA

Handled land surveys of undeveloped site locations. Assisted in the sale of land and office space to clients and maintained all financial documentation at the end of each sale. (1999)

EDUCATIONAL BACKGROUND

B.S. Degree/Public Policy, Management and Planning
University of Southern California - Los Angeles, CA

Computer Skills: Windows XP/Vista • Outlook • Word • Excel • Explorer • PowerPoint
Scheduler • Internet/E-mail • ARGUS 11.0

REFERENCES: Available upon Request

COMPENSATION: Open to Negotiation