



# ALEXANDER SCOTT

Housing Director

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## PROFESSIONAL SUMMARY

Dynamic Housing Director with over 10 years of experience in affordable housing development and management. Proven track record in overseeing housing programs, ensuring compliance with regulations, and enhancing community engagement. Skilled in budget management, strategic planning, and team leadership, dedicated to improving living conditions and fostering sustainable communities.

## WORK EXPERIENCE

**Housing Director** 📅 Feb / 2024-Ongoing  
**WidgetWorks Inc.** 📍 Denver, CO

- Executed and managed the college's new student housing program, enhancing student experiences.
- Oversaw departmental budgetary needs, ensuring financial compliance and resource optimization.
- Developed a comprehensive data reporting system to track housing metrics and improve decision-making.
- Served as Student Advocate, providing guidance for students facing educational and personal challenges.
- Assisted new students and families with transitional needs, fostering a welcoming environment.
- Collaborated with institutional departments to meet organizational admission goals effectively.
- Conduct needs assessments to identify housing challenges and opportunities.

**Housing Director** 📅 Feb / 2023-Feb / 2024  
**Crescent Moon Design** 📍 Portland, OR

- Managed daily operations of the housing division, ensuring efficient service delivery and resident satisfaction.
- Coordinated acquisition of real property for rehabilitation and construction projects, optimizing resource use.
- Led a team in developing rehabilitation specifications, overseeing residential design and construction monitoring.
- Facilitated the coordination of tax credit applications and investor relations for housing projects.
- Supervised a diverse team, enhancing collaboration with Federal and State agencies for program success.
- Set goals and monitored program achievements, preparing comprehensive reports for stakeholders.

## EDUCATION

**Bachelor of Arts in Sociology** 📅 Feb / 2022-Feb / 2023  
**University of Michigan** 📍 Denver, CO

Focused on community development and social policies related to housing.

## SKILLS



## INTERESTS

- 🏊 Scuba Diving    🎮 E-sports  
📖 Reading Fiction    🧩 Puzzle Solving

## STRENGTHS

- 📋 Stewardship    👥 Teamwork  
🔑 Tenacity    🔭 Vision

## LANGUAGES



## ACHIEVEMENTS

- ★ Successfully launched a new student housing program, increasing occupancy rates by 15%.
- ★ Developed and implemented a data reporting system that improved operational efficiency by 20%.
- ★ Coordinated with multiple departments to achieve a 10% increase in student satisfaction scores.