

ETHAN MARTINEZ

Regional Property Manager

🔼 PROFESSIONAL SUMMARY

Accomplished Regional Property Manager with 7 years of experience in overseeing multifamily and commercial properties. Demonstrated expertise in optimizing operational processes, enhancing tenant satisfaction, and driving revenue through innovative strategies. Committed to fostering community ties and ensuring compliance with industry regulations while achieving property performance goals.



WORK EXPERIENCE

Regional Property Manager

🛗 Jan / 2021-Ongoing

WidgetWorks Inc.

■ Denver, CO

- 1. Managed a diverse portfolio including Conventional, LIHTC, and Section 8 Housing.
- 2. Led property transitions from receivership, ensuring smooth management takeovers.
- 3. Conducted thorough market analysis to inform pro-formas, budgets, and financial strateaies.
- 4. Achieved the highest possible net operating income (NOI) through effective cost control and revenue maximization.
- 5. Reviewed monthly and annual financials to identify issues, developing actionable solutions.
- 6. Oversaw compliance with regulatory requirements, enhancing overall property performance.
- 7. Developed and implemented delinquency management plans to improve cash flow.

Regional Property Manager

m Jan / 2018-Jan / 2021

Lakeside Apparel Co

耳 Chicago, IL

- 1. Supervised the management of a property portfolio across a fourstate region.
- 2. Recruited, trained, and led on-site staff, including managers and maintenance personnel.
- 3. Created and executed annual operating budgets and marketing strategies for each property.
- 4. Prepared detailed performance reports for property owners and investors.
- 5. Monitored financial performance to develop action plans aimed at achieving budgeted NOI.
- 6. Regularly evaluated market conditions to recommend strategic adjustments.



EDUCATION

Bachelor of Science in Business Administration

Jan / 2015

University of California

耳 Santa Monica, CA

Jan /

2018

Focused on real estate management, finance, and marketing strategies.

- (123) 456 7899
- Los Angeles
- www.qwikresume.com



SKILLS

Market Trends

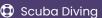
Vendor Management

Property Valuation

Sustainability Practices

Technology Proficiency







Reading Fiction

Puzzle Solving



Stewardship

Teamwork

🗞 Tenacity

Vision

LANGUAGES





English

Italian

French

ACHIEVEMENTS



Successfully transitioned 5 properties under receivership with a 20% improvement in NOI.

Implemented cost-control measures that reduced operational expenses by 10%.