



**Feb. 1994**      **BOLLING & HINRICHS** – (Continental Property Management) Office Manager, property  
**To**                      manager, leasing agent, 300 residential properties, 6 shopping centers. Small apartment  
**Oct. 1996**              complexes. 5 PUDS and owners associations, Budgeting, quarterly reporting.

**Dec. 1992**      **REGENCY PROPERTY MANAGEMENT** – Evansville, IN .  
**To**                      Retail Property Manager over 8 Wal-Mart anchored centers in 3 states. Budgeting,  
**Feb 1994**              reporting variance reporting to institutional owners, staff management, collections,  
marketing capital improvement and tenant, build-out construction management.

**Mar. 1992**      **BRIXWORTH APARTMENTS** – JMB Properties. Assistant manager  
**To**                      Bookkeeper, leasing agent on site. A/P, rent collections, Bank reconciliation's, budget  
**Nov 1992**              and variance reports.

**Oct. 1985**      **HARDAWAY MANAGEMENT COMPANY, INC.** Retail  
**To**                      Property Manager. 12 Strip shopping centers located in middle and  
**Feb 1991**              East Tennessee, Kentucky, Florida, Mississippi, Virginia, Georgia. Budgeting, monthly  
reporting, collections, management of regional Mall in LaGrange, GA and staff.

### **EDUCATION**

**MIDDLE TENNESSEE STATE UNIVERSITY.** Bachelor of Science.

**INSTITUTE OF REAL ESTATE MANAGEMENT,** CPM Certified Property Manager designation.  
2008 Legislative Chair, 2009 President Elect

**REAL ESTATE BROKER,** State of Tennessee, Affiliate in Indiana.