

**JULIANNE KENNEDY**

1164 West Cromwells Ave  
Philadelphia, PA. 19154  
215 648-7680 home  
215 499-7664 cell  
[Jspirit@verizon.net](mailto:Jspirit@verizon.net)

**Career Objective**

Secure an executive level position where I can utilize my experience in Project Management, Development and Tax Credit compliance.

**Resume of Qualifications**

West Kensington Asset and Property Management Corporation    Regional Asset Manager    11/03- Present  
Trenton, NJ

Responsible for the oversight of all Asset Management functions for the fourth largest Public Housing Agency in the U.S. Currently working as a Regional Asset Manager in a General Partner capacity overseeing a \$150 million, 1500 unit Public Housing Authority (PHA) Low Income Housing Tax Credit (LIHTC) portfolio. Responsible for the leadership and supervision of 15 Asset Managers and Technical Aide staff persons assigns to the various Limited Partnerships across the city. Responsibilities include ensuring the construction completion, marketing, compliance and qualified lease-up of all the Tax Credit Partnerships in the portfolio. Other duties include but are not limited to budget preparation, monitoring project variances, financial analysis of quarterly reports and annual financial audits and processing all Investor and State tax credit due diligence reporting requirements. All deals are deadline driven due to the tax credit component and my primary responsibility is to keep the team on task, motivated and goal oriented at all times. Additional responsibilities include the in direct oversight of another 1500 units with Alternative Management Entities (AME) or third party developers and management firms receiving Public Housing Authority subsidy.

CHICAGO HOUSING AUTHORITY    Asset Manager    06/01- 11/03  
Chicago, IL.

Provide asset management oversight to over 1500 public housing units managed by professional private management companies. Duties included but were not limited to working through resident complaints social issues, and acting as mediator for management, residents and Local Advisory Council. Worked along side the management firms to keep the projected budgets figures in-line with actual performance. Additional responsibilities included property management document review for mixed financed properties in the Chicago Housing Authority (CHA) pipeline; ensuring physical and financial performance and all subsequent compliance matters including but not limited to monitoring HUD Federal Regulations, Section 42 of the Internal Revenue Service (IRS), Tax Credit compliance and other regulatory obligations under the Plan for Transformation for the Public Housing set aside units. Position also works closely with the Office of Development Management, Relocation programs, and the CHA legal department.

NATIONAL EQUITY FUND    Senior Portfolio Manager    02/91 – 03/01  
Chicago, IL.

Managed a \$95 million dollar real- estate portfolio of affordable housing in various states across the country including Chicago, Minneapolis, Camden and Philadelphia. Hired as the Limited Partner’s representative. Responsibilities included monitoring and analyzing property and portfolio performance for financial health, construction stability and compliance with Section 42 of the Internal Revenue Service (IRS) Low Income Housing Tax Credit Program (LIHTC). Performed initial review of development proposal including underwriting assumptions for market feasibility. Overall responsible for ensuring Tax

Credit compliance, Placed in Service and Qualified Occupancy for all management firms and Community Development groups with National Equity Fund (NEF) syndicated financing.

CHICAGO HOUSING AUTHORITY  
Chicago, IL.

Construction Specialist

09/87 – 02/91

Directed the evaluation of construction proposals, contracts and the generation of feasibility studies for the Office of Development Moderate Rehabilitation Program. Performed periodic site inspections to ensure construction compliance and quality workmanship on all properties in the program. Worked as the Authority's project manager and site inspector in the development of over \$20 million dollars in the scattered sites housing rehabilitation program. Acted as Housing Authority's liaison to Architects, Contractors, Habitat representative and other construction personnel.

## **Education and Training**

BS Degree – Architectural Construction Engineering, Florida A&M University, Tallahassee, Florida

Lincoln University – Sociology-Psychology, Oxford, Pennsylvania

Chicago Board of Real Estate, Real Estate Transaction Course, Chicago, Illinois

CHAM Consortium for Housing and Asset Management

SPECTRUM Section 42 Compliance Certification Compliance

NAHRO Construction Specialist Training

CLARITY Project Management System

References available upon request