## Xuntao Dong

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### **Objective**

Seeking advanced positions in real estate, finance, or private equity, special focus on U.S. projects due diligences, sales, marketing analysis and support

#### **Experience**

• Qiaowai Group (Beijing)

Nov 2015 - Sep 2017

#### Title: Chief Project Analyst & Project Development

Job responsibility:

- 1. Discuss potential opportunities with developers and regional centers for partnership in real estate investments, including EB-5 Financing and Private Equity deals.
- 2. Due diligence on the real estate projects, review the offering documents and modify. Structure the offering documents with compliance of U.S. Immigration Laws and Security Law.
- 3. Financial analysis and examine the project's profitability. Raise critical questions on financial model and appraisal numbers.
- 4. Training and support the sales team for project promotion, project basic status, follow the market competition and immigration trends.
- 5. Project management and follow up on the updates and progress.

## • KOA consultants, Ltd. (Shanghai)

Nov 2013 – Sep 2015

### **Title: Business Development**

Job responsibility:

- 1. Develop and maintain migration brokers and agents, attend and support agents' events and activities. Attend conventions and seminars for building relationship.
- 2. Keep update the market trends and competition. Research the different type of projects and analysis their advantages and disadvantages on sales, change the market policy for the competition.
- 3. Research on different projects, reading their full set of offering documents, and give opinion on their strength. Also get the idea of project structure and components.
- 4. Keep aware the policy change in U.S. and China. Create the best solution based on the current situation for investment
- 5. Train the agents with EB-5 policies and project key points. Support agents in project related questions.

#### Nevada Real Estate Corp. (Las Vegas)

Sep 2012- Jul 2013

#### **Assistant property manager**

Job responsibility:

- 1. Introduce the rental and house buyers to company listed properties. Learn their needs and find the best match properties.
- 2. Audit the rental income and expense. Write monthly report to summarize the operation, and analysis the operation.
- 3. Arrange the repair contractors, follow the renters' requests, checking vendor's work.
- 4. Write monthly report on market change, and compare the different type of properties.

## Project Experiences

- 1. **One Clinton Heights**, Brooklyn, New York City, Residentail, Total budget \$540 million, EB-5 mezz \$110 million.
- 2. **76 11ave, Manhattan, New York City**. Mix Use, Hotel and Residential, Total budget \$1.8 billion, EB5 mezz \$250 million.
- 3. **Brooklyn Downtown Macy's Redevelopment by Tishman Speyer**. Office building. Total budget \$490 million, EB-5 mezz \$75 million
- 4. **1568 Broadway, Manhattan, New York City**. Mix Use, Commercial and Hotel. Total Budget, \$2.1 billion, EB-5 mezz 300 million.
- 5. **Hallets Point, Phase I by Durst Organization**. Rental with NYC 80/20. Total Budget \$320 million, EB-5 pref \$100 million.
- 6. **9040 Sunset Blvd, Beverly Hill, California**. Total Budget, \$409 million, EB-5 pref \$75 million.
- 7. **158** E **126** St, East Harlem, New York City. Rental. Total Budget, \$176 million, EB-5 bridge loan replacement, \$50 million.
- 8. **1 Journal Square by Kushner Companies**, New Jersey. Mix Use. Project cancelled for political reasons.
- **9. 30-77 Vernon St & 40-80 12 St, Astoria, New York City**. Rental with NYC 80/20. Total Budget, \$315 million, EB-5 mezz \$57.5 million.

#### **Education**

University of Nevada, Reno (2008-2012)

Graduate GPA: 3.38

Bachelor's degree of Finance, Minor in Gaming Management and Economics