

# CAMERON HOUSER

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## Executive Manager

8+ years experience in property, personnel, and executive management.

## CAREER HIGHLIGHTS

- ✓ Cut Electric bill by 20% in one year
  - ✓ Increased project completion rate by 50%
  - ✓ Raised customer satisfaction to 98%
  - ✓ Built management structure saving \$44K
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## PROFESSIONAL EXPERIENCE

### Verity College Education, Indianapolis, IN

*An accelerated hybrid college program combining fast-paced unit study with old-school college programs. Students receive a bachelor's degree from an accredited university in two years or less.*

### Executive Business Manager

**2012—Present**

- ✓ Lead, direct, and manage personnel to design new contracts to achieve strategic and budget objectives, responsible for \$800K+ revenue
- ✓ Create, train, and form 5-person team to establish and meet property performance objectives including reduction of electric bill by \$14K, down 20% in one year
- ✓ Oversee team to improve 58% customer satisfaction rate; current rate is 98%, which increased revenue by \$30K in 9 months
- ✓ Establish corporate mission; connect to clear goals that increased project completion rate by 50%
- ✓ Build strong management structure to save company \$44K in overhead by creating job descriptions, training essential job functions, and explaining business developments
- ✓ Research legal requirements of foundation requirements; advise board on semi-annual basis

### Director of Operational Development

**2007—2011**

- ✓ Created 10-person team to establish non-profit foundation to raise donations to cover \$50K shortfall; raised \$400K+ since 2011
- ✓ Maintained and strengthened corporate culture by rewriting 85-page internal policy manual
- ✓ Established employee KPIs and hosted quarterly one-on-one meetings
- ✓ Oversaw HR functions including research of legal compliance of employing minors, employee reimbursements, and implemented background checks of new hires
- ✓ Recruited, hired, and trained staff to maintain kitchen, septic, and surveillance facilities on 26 acre property with 60+ occupants
- ✓ Designed Excel reports to compare and contrast data to inform corporate financial decisions, including: table connection, dynamic graphs/charts, Word integration, and advanced formulas

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## PROFESSIONAL EXPERIENCE (cont'd)

### **Spying Eye Surveillance, El Monte, CA**

*Spying Eye Surveillance, Inc. designs and installs personalized audio and video surveillance systems in Southern California businesses. Customers include: law enforcement, casinos, commercial manufacturing, and more.*

#### **Installation Associate**

**2006—2007**

- ✓ Installed security systems for major firms like Home Depot; specializing in video surveillance for industrial, residential, and parking lots
- ✓ Mounted all weather cameras for parking lots, warehouses, school grounds and offices
- ✓ Directed camera angles for maximum day and night viewing; maintained cameras for older systems
- ✓ Installed “invisible” wiring and built “vandalism resistant” systems

### **Home Depot, Victorville, CA**

*Home Depot is the world's largest home improvement specialty retailer with stores in all 50 states, the District of Columbia, Puerto Rico, U.S. Virgin Islands, ten Canadian provinces, and Mexico.*

#### **Sales Associate**

**2004**

- ✓ Anticipated customers' needs and recommended products and services
- ✓ Removed unnecessary communication channels to solve problems and build trust
- ✓ Designed systems to match what customers needed to meet project goals
- ✓ Sold expanded irrigation systems by helping the customer to dream bigger.
- ✓ Team leader in handling customer complaints

### **Upland Plumbing, Upland, CA**

*Repair service plumbing for residential and commercial drainage needs. Services include drain cleaning, drain repairs, new installations, pressure line repair and replacement.*

#### **Plumber**

**2001—2002**

- ✓ Responded to client inquiries to clear or repair drains from 1 ½ to 4inch lines
- ✓ Used hydro pressure lines for drains to ensure removal of hard to remove fat and soaps
- ✓ Repaired and replaced pressure lines to reduce costs for client from leaking lines
- ✓ Served the greater LA area, worked in apartments, houses, restaurants and more

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## EDUCATION & AWARDS

### **Bachelor of Science, Business Administration, 4.0 GPA**

**2010**

*Thomas Edison State University, Trenton, NJ*

*Arnold Fletcher Award for Academic Achievement*