

AMANDA BURNHAM, MPA

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PROFESSIONAL EXPERIENCE

The Lantern Group/B&B Inland Properties, Perris, CA Principal Broker/Managing Partner

August 2008-Present

- Consulting – Clients include Standard Pacific Homes and Holualoa Companies
 - Commercial real estate valuation and acquisition underwriting for office, multi-tenant industrial, retail and multi-family investment properties in California, Nevada, Arizona and Colorado
 - Residential entitlement and permit processing, agency and consultant coordination and bond exoneration for Heritage Lake, a 2,600+ home community in Menifee, CA.
- Single Family Residential Leasing and Property Management – twelve units
- Property acquisition of single and multi-family residential, retail and office
- Project management including project and portfolio level financial analysis, budgeting, bidding/purchasing, scheduling and oversight

Standard Pacific Homes, Corona, CA

July 2006 – July 2008

Associate Project Manager

- Manage single family residential projects from land purchase to final home sales
- Acquisition due diligence
- Work with engineer, architect and consultants to design the community to meet corporate and division design standards while complying with municipality guidelines
- Secure entitlements and permits for development projects
- Create and maintain entitlement and off-site construction budgets
- Offsite purchasing; bid, negotiate and contract offsite improvements
- Lead project sales and construction team in order to keep project on time and under budget
- Six months field training with superintendents; participated in onsite and offsite construction

Builders Capital, Temecula, CA

July 2004 – June 2006

Assistant Project Manager/Land Acquisition Associate, (August 2005 to June 2006)

- Identify potential land acquisitions in Riverside, San Bernardino and San Diego counties, negotiate with seller and complete purchase for clients including a Top 25 homebuilder
- Prepare sale package, identify potential buyers, participate in negotiation and complete land sales.
- Complete acquisition, coordinate consultants and meet with governmental agencies during the entitlement process for a 1,000+ unit project in Riverside County

Loan Processor/Office Manager, (July 2004 - August 2005)

Process loans and escrows for acquisition, development and construction, identify land for acquisition, maintain financials, job accounting.

EDUCATION

Master of Professional Accountancy, May 2004
University of Nebraska-Lincoln, Lincoln, Nebraska

Bachelor of Science in Business Administration, May 2003
Major: Accounting, Minor: Economics
University of Nebraska-Lincoln, Lincoln, Nebraska

LICENSES

Real Estate Broker - CA

Certified Public Accountant (inactive) - CO

COMPUTER PROFICIENCY

Microsoft Office Suite, Argus, Great Plains, Mas90, JD Edwards, Quickbooks

REFERENCES & PROJECT PORTFOLIO

Please call for references and project portfolio.