

JORDAN HADDAD

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PROFILE

Business Professional with 5+ years of experience in data analysis, project management, and client relations. Excels at gathering abstract business requirements and delivering agile solutions that are innovative and have measurable benefit to the customer. Possesses strong technical, analytical and interpersonal skills, and the ability to collaborate with cross-functional business teams. Recently relocated from New York to Dallas, and from Dallas to Pittsburgh, PA.

PROFESSIONAL EXPERIENCE

SITUS, LLC (*full-service commercial real estate consulting firm*)

New York, NY

Associate, Structured Solutions (02/17 – 07/18)

June 2015 – July 2018

Senior Analyst, Structured Solutions (06/15 – 02/17)

- **Innovation:** Utilized agile methodologies to develop new procedure for underwriting large transactions that supported deals totaling over \$5 billion of value and generated an additional \$150k per month of revenue.
- **Client Management:** Collaborated with a diverse set of clients to identify key issues, implemented product enhancements, and delivered value-added solutions. This versatility allowed the company to expand its service offerings, diversify revenue streams, and focus on high-margin transactions.
- **Process Improvement:** Used Visual Basic to automate and improve existing underwriting processes, which saved 10+ hours of work per week and increased profit margins by approximately 5% per project.
- **Leadership:** Hosted a company-wide technical skills workshop covering Excel and market data platforms. Sharing knowledge and modeling techniques with colleagues helped increase productivity, break down information silos, and significantly boost morale.
- **Project Management:** Spearheaded large-scale projects that generated approximately \$500k in revenue for the company by engaging key stakeholders, meeting critical deadlines, and delivering results to executives. Projects were completed on time with a 100% client-reported satisfaction rate.
- **Data Analytics:** Built interactive excel dashboard that helped client assess risk by distilling thousands of data points into actionable information. Successfully mitigated \$10 million of exposure.
- **International Communication:** Coordinated team of associates in India for time sensitive projects. Built and maintained strong communication channels to effectively organize project goals which resulted in a 20% reduction in project lead time.

DORAL BANK (*full-service community bank*)

New York, NY

Senior Analyst, Small Balance Loans (01/14 – 04/15)

September 2013 – April 2015

Analyst, Special Situation Loans (09/13 – 12/13)

- **Strategic Analysis:** Monitored and maintained mission critical Excel dashboard used to recommend strategies to management for a portfolio of 1,800+ nonperforming loans totaling approximately \$180 million.
- **Cross Functional Collaboration:** Led team of 20 loan specialists and held biweekly meetings in Puerto Rico to develop procedures for the collection of weekly loan status updates.
- **Process Improvement:** Saved 5+ hours per week by utilizing indexed queries and nested conditional statements to automate the transcription of data from 20 individual sources into centralized dashboard.

EDUCATION

VANDERBILT UNIVERSITY

Nashville, TN

Bachelor of Arts – Economics, GPA: 3.71/4.00

Class of 2013

- Minor: Corporate Strategy | Honors: Cum Laude, Dean's List
- Memberships: SPEAR, McGill Project, Omicron Delta Epsilon Economics Honors Society

ADDITIONAL INFORMATION

- Studied abroad in Copenhagen, Denmark in 2012
- Pittsburgh Young Professionals member | Interests: business & technology, web dev/design