

# Robert Khoury

Analytical and versatile consultant, adept at managing concurrent objectives to efficiently meet deadlines with high quality work, and an attention to detail.

Organized and proactive, with a solid technical foundation, excellent communication and collaboration skills, and a multilingual, multicultural background.

## contact

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[website](#)  
[GitHub](#)  
[LinkedIn](#)

## skills

### management

accounts  
projects  
teams

### technical

data analysis  
documentation  
graphic design

### programming

css, html  
python  
unix shell

### systems

macOS  
unix  
windows

### languages

English  
French  
Spanish

## professional experience

### Senior Analyst

Mar 13 • current

[mycondoplans.com](http://mycondoplans.com), Vancouver, BC

Data and process analyst and real estate services firm. Defined processes, and wrote custom scripts to auto-generate images.

Analysis :

- analyze and correct condo data { csv xls xlsx }
- read, write, reformat and convert data to and from excel { python scripts }
- quality assurance tests for accuracy and consistency

Automation :

- convert, resize, compose and optimize images { shell scripts }
- initialize, import, export and archive condo packages { shell scripts }

Design :

- designed floor plan templates
- define and generate custom site and key plan images and data
- edit, organize and archive images

### Partner

Jul 06 • Feb 10

Renaissance, Vancouver, BC

Partner in investment firm specializing in rental condos and equities.

Equity management :

- created and rebalanced a small portfolio { \$200k }
- tracked and traded equities
- maintained { multi currency } trade log

Property management :

- purchased a small portfolio of rental properties { \$2.0M }
- solicited bids for repairs, renovations and general maintenance
- advertised rentals suites and reviewed tenancy applications
- coordinated inspections and moves

### Travel

Jun 05 • May 06

## education

Bachelor of Science  
Software Engineering  
minor Biochemistry  
UBC

## professional experience

### Exchange Manager

Jul 00 • May 05

Deutsche Bank, London, England

In house technical lead for front office trading systems. Promoted to Exchange Connectivity Manager in 2003 to lead a consolidated technical team.

- designed and deployed new architecture { custom server configurations }
- consulted in the design of new trading flows for external clients
- provided testing and monitoring facilities for automated trading desks
- significantly reduced overall GLTrade software costs for the bank
- hired and trained and small support team
- supported trading desks using the GLTrade software

Project planning :

- managed and led a complex 2 year consolidation project { £10m }
- defined objectives to achieve the ambitious operational requirements
- assigned tasks to fit skill levels and maximize performance
- weekly meetings to ensure deliverables were met
- hands on GLTrade system phase out
- streamlined market connectivity with annual savings { £400k }

Team management :

- created a new team structure
- identified and accommodated team development, training and promotions
- introduced new processes to ensure effective communication

### Operations Manager

Aug 96 • Jul 00

GLTrade, London, England

Technical Lead for the GLTrade London office.

- hands on management of the Operations Team
- organized and trained operations team { grew from 1 to 20 }
- designed and implemented custom configurations
- managed and oversaw software installations and upgrades
- contracts in the tens of thousands per annum per client
- office grew from 3 to over 90 employees during my tenure

## interests

### general

finance  
minimalism  
music  
programming  
reading

### fitness

tennis  
yoga

### Software Analyst

Aug 95 • Aug 96

Servisen SA, Paris, France

Custom software installation and configuration engineer for a boutique financial services firm providing specialized front office trading systems for investment banks.

- proprietary software installations, configurations and support
- built custom hardware servers
- on site installations and training
- supported end users and local technical staff