



GEOFF FREDERICK
CCAM, CCRM, REALTOR ®, Real Estate Broker
Owner/President

PROFESSIONAL EXPERIENCE:

- ❑ Currently manage 15 different Homeowners Associations and a portfolio of single-family residences as rentals. Services include:
 - 1) Meetings with Boards of Directors on a monthly, bi-monthly, quarterly, or annual basis
 - 2) Property maintenance and supervision of vendors
 - 3) Assessment collection
 - 4) Expense payment
 - 5) Budget planning
 - 6) Recommendations based on experience and Civil Code
- ❑ Managed approximately 600 units including single family residential, multi-family residential, land lease, and homeowners associations.
- ❑ Sold Commercial Real Estate for a leading Commercial Brokerage in Southern California. Worked for Kitty Wallace, the top broker of multi-family residential properties for Sperry Van Ness in the nation.
- ❑ Managed departments ranging in size from 8-32 people. Responsible for:
 - 1) Scheduling to achieve optimum selling expenses
 - 2) Setting and achieving individual and department goals
 - 3) Coaching and training on a daily basis
 - 4) Acting as liaison between buying staff and store management
- ❑ Developed strong communication skills working with large and small groups. Held large formal and small informal product knowledge seminars, as well as coaching individuals on a one-to-one basis.
- ❑ In-depth training and development by one of the nation's leading retailers. Received formal and hands-on training in purchasing and negotiating with top domestic and foreign footwear manufacturers.

PROFESSIONAL EXPERIENCE TIMELINE:

2014 – present **CITADEL**
CEO/President
Responsible for the care & management of 15 Homeowners Associations
Responsible for the supervision of office personnel, onsite personnel, and maintenance staff

Have sold a total of over \$30,000,000 in real estate
Responsible for owner contact and business growth
Meet with condominium boards of directors to plan and manage their communities
in order to comply with CC&R's and budget restraints

2003 – 2014

KFR STAR REALTY

Vice President – Sales & Management

Responsible for the management of approximately 400 units
Responsible for owner contact and business growth
Responsible for advertising and showing rental units
Responsible for tenant development and the tenant eviction process
Meet with condominium boards of directors to plan and manage their communities
in order to comply with CC&R's and budget restraints

1999 – 2002

SPERRY VAN NESS

Commercial Real Estate Agent

Developed a market area and client database
Cold-call to acquire new business
Acquired listings for sale
Developed marketing strategies for clients
Maintain and update a 4000+ database of clients
Assisted in the sales of over 1,000 units for a total of over \$100,000,000.

1990 – 1999

NORDSTROM

Buyer/Manager, Men's Shoes South Bay 1997-1999

Manager, Men's Shoes Arcadia 1997

Manager, Shoe Dept. Topanga Nordstrom Rack 1995-1997

Manager, Brass Plum Shoes (Young Women's) Topanga 1995

Assistant Manager, Ladies' Shoes Topanga 1994-1995

Salesperson, Ladies' Shoes Glendale 1994

Salesperson, Ladies' Shoes Fashion Valley (San Diego) 1991-1994

Stock Technician, Ladies' Shoes Fashion Valley 1991

Café Food Preparer, Server, Dishwasher Fashion Valley 1990

1987-1992

KFR STAR REALTY

Property Management Assistant

Assisted in maintaining books & records for 200-300 units
Handled all unlawful detainer activity
Coordinated maintenance for all units

EDUCATION:

SAN DIEGO STATE UNIVERSITY, SAN DIEGO, California
Major: Real Estate, Minor: Business Administration
Completed 2 years

ANTHONY'S REAL ESTATE SCHOOL
Salesperson Licensing

NORDSTROM
A very intense work environment with strong focuses on sales & customer service

SPERRY VAN NESS
Upstart training program designed to teach new salespeople to list and sell large Commercial properties

ANTHONY'S REAL ESTATE SCHOOL
Broker Licensing

STATE OF CALIFORNIA – REAL ESTATE BROKER LICENSE #01266620

SAN DIEGO COUNTY APARTMENT ASSOCIATION (SDCAA)
Apartment manager training, and CCRM (California Certified Residential Manager) designation.

SAN DIEGO ASSOCIATION OF REALTORS ® (SDAR)
Current member of the association and have earned the designation of REALTOR ®.

INSTITUTE OF REAL ESTATE MANAGEMENT (IREM)
Management & Ethics training from the leading Property Management organization in the world. Currently taking classes to earn Certified Property Manager (CPM) designation.
CPM Candidate of the Year for 2016.

CALIFORNIA ASSOCIATION OF COMMUNITY MANAGERS (CACM)
Management & Ethics training from the leading Homeowner Association Management organization in the country. Have obtained designation of California Certified Community Association Manager (CCAM).