

August 2003 – May 2004 City of Phoenix, Planning Phoenix, AZ
Planning Counter

- Assisted public in fielding zoning and land use questions over the phone and in person.
- Processed applications for zoning variances, land use permits, and rezoning cases.

January – June 2003 Pulte Homes Tucson, AZ
Competitive Market Analyst Intern

- Compiled feasibility data on various competing subdivisions in the greater Tucson area, for future development.
- Assisted with researching future plots of land around greater Tucson for development.

Professional Experience

- Entitlements
- Public Participation
- Rezoning Process
- Presentations
- Cost Estimating and Budgets
- Annexations
- Subdivision Design
- Site Plan Review
- Timelines and Schedules

Affiliations / Boards and Commissions/ Certificates

- Town of Gilbert Planning Commissioner
- Chairman of Subcommittee for the Gilbert 2011 General Plan Update
- LEED AP / U.S. Green Building Council (USGB)
- Member of the Power Ranch HOA Board of Directors
- Arizona Substitute Teaching Certificate (Educator ID # 4122683)
- Arizona Planning Association (APA)
- American Planning Association (APA)
- Urban Land Institute Young Leaders Group (ULI)

Skills

- Adobe In Design, Adobe Illustrator, Adobe Photoshop, Microsoft Windows XP/9x/2000/NT, Netscape/Internet Explorer, Strong knowledge of Excel and Microsoft Office Suite's.

References

- Letters Available Upon Request