

James A. (Jad) DeLisle

4220 Phinney Ave N Apt 401, Seattle, WA 98103
jadelisl@u.washington.edu
(206) 850-1709

EDUCATION

2009 – 2011	UNIVERSITY OF WASHINGTON <i>Candidate for Masters of Science in Real Estate Global Trade, Transportation, & Logistics Graduate Certificate</i>	Seattle, WA
2006 – 2009	UNIVERSITY OF WASHINGTON <i>Business Administration - Marketing</i>	Seattle, WA
2003 - 2006	BELLEVUE COMMUNITY COLLEGE <i>Business Administration</i>	Bellevue, WA

EXPERIENCE

Summer 2010	JONES LANG LASALLE <i>Microsoft Account - Intern</i> <ul style="list-style-type: none">• Developed an all-encompassing Global Transaction Management Playbook• Developed a Plan of Record (POR) Playbook and standardized the global POR tool• Developed a Master Plan Playbook and created a template based on global best practices	Redmond, WA
2007 – 2011	SITUS RESEARCH <i>Research Associate</i> <ul style="list-style-type: none">• Provided basic research support• Assisted in database development, testing and maintenance• Conducted Internet-based research	Seattle, WA
2006 - 2007	RUNSTAD CENTER FOR REAL ESTATE STUDIES <i>Volunteer Research Associate</i> <ul style="list-style-type: none">• Provided basic research support• Assisted in website development, testing and maintenance• Conducted Internet-based research	Seattle, WA

ACTIVITIES

- UW Real Estate Club, Seattle WA
- Sports: University of Washington Lacrosse Team, Football, Basketball, Track, Weightlifting
- Member: ICSC, NAIOP, ULI
- Competitions: 2011 Washington NAIOP Challenge, 2011 ARGUS Software University Challenge

SKILLS

- Computer skills: Proficient in Microsoft Office Suite, AutoCAD, SketchUp, ARGUS, SharePoint
- Other skills: Web design, on-line research, real estate financial modeling
- Actively pursuing LEED Green Associate Accreditation

REAL ESTATE COURSES

Real Estate Process, Real Estate Finance, Urban Land Economics, Real Estate Development, Real Estate Appraisal, Real Estate Feasibility, Real Estate Investments, Real Estate Market Analysis, Sustainable Construction, Capital Markets, Real Estate Law, Real Estate Studio, Real Estate Sustainability

ADDENDUM: SELECTED REAL ESTATE PROJECTS

Database creation and analysis of Seattle Mixed-Use Tenants: 2004 – 2008

Helped to create and maintain a database to analyze Seattle mixed-use retail tenants. The database was updated every other year in an attempt to try and better understand the high volatility in tenant turnover and vacancies. The research was instrumental in showcasing why Seattle mixed-use projects have been very problematic due in part to some political policies and or incentivized developments.

Research for the quarterly Financial Views article in The Appraisal Journal: 2006 – 2011

Responsible for gathering quarterly data on the economy and the real estate market in addition to providing input, feedback and editing of the articles. The articles seek to help readers develop proactive stances through an in depth analysis of major trends and events that affect the outlook of both the economy and real estate market.

Database creation and analysis of LEED-rating buildings: 2007

Responsible for creating and analyzing a database of all LEED registered projects. The data analysis was essential in showcasing how the initial wave of projects were not necessarily built to be sustainable but were driven at least in part by “first to market” strategies and some developers’ attempts to differentiate themselves by making a statement. This in turn suggested that for many, the financial savings component was not the driver but rather the ability to achieve and maintain a certified LEED Rating level at least in part for competitive marketing advantages.

Site selection for Issaquah Human Resource Center: 2009

Worked with the Board for the Issaquah Human Resource Center to select a potential Center site. The value proposition for the Center which was based off of the City of Redmond, WA Together Center was to create a one-stop human service campus in order to lower barriers for families in need of necessary help and provide below-market space for tenants.

AMB Portfolio Management Project: 2010

Led a team of Graduate students in exploring and analyzing the current industrial market and determine how to appropriate \$200 million to \$300 million in funds across the asset class. The goal was to develop an industrial investment strategy that would complement a \$1 billion portfolio containing retail, office, apartment and hotel investments. The culmination of our project was a presentation and a report for top executives at AMB Corporation.

Habitat for Humanity (HFH) Sustainability Project: 2010

Led a team of Graduate students in developing a strategy for HFH to help them expand their scale of operations while addressing numerous issues that were occurring in the Seattle Chapter and across the nation. These problems included but were not limited to how to reduce their subsidy costs, how to build a more innovative and sustainable home for less, whether or not multifamily housing could work, and how to increase their production levels without jeopardizing their brand image and self-help value proposition for clients.

Global Transaction Management Playbook: 2010

Responsible for composing the first Microsoft Global Transaction Playbook. This was accomplished by working with Global Microsoft Transaction Executives across the Americas, EMEA, and Asia, and getting them to come to agreement on the correct standard transaction process. The output provided high level guidance to Transaction stakeholders and acts as a storehouse for the Transactions process best practices tools, templates and procedures. Additionally, the playbook helps ensure compliance with Microsoft's desired policies and processes. The Playbook was designed to be robust to help assure Microsoft of high quality service delivery. This well documented process improves the consistency of service delivery in all regions globally, enhances their ability to utilize off-account personnel for transaction management, and enables smooth transitions from transaction manager to transaction manager mid-project.

Plans of Record Playbook: 2010

Responsible for helping to compose the Plans of Record (POR) Playbook. This was accomplished by working with Global Microsoft Transaction Executives across the Americas, EMEA, and Asia, and getting them to come to agreement on a uniform process. The POR provides a single point in time snapshot of a site in the Microsoft portfolio. The POR contains information about the current lease rate, term and options, market rents, vacancies and trends, information about headcount, seat count, occupancy, and site specific account plan commentary. PORs are used by Microsoft's Real Estate and Facilities division and Jones Lang LaSalle Program Managers to manage Microsoft real estate portfolios and provide key data for regular conversations with the client. In addition to their use as a real estate tool, PORs are utilized in several Microsoft processes, such as transactions, projects, and Master Planning. This playbook describes the POR process, depicts the process in flow charts, identifies the tools available to complete the process, and defines the process participants and the outputs/deliverables for which they are accountable throughout the process.

Master Plan Playbook and Template: 2010

Responsible for helping to compose the first Microsoft Master Plan Playbook and Template. This was accomplished by working with Global Microsoft Transaction Executives across the Americas, EMEA, and Asia. Master Planning attempts to solve the issues common with having multiple offices in one large metropolitan area by offering short to long-term strategic solutions. The focus of the Master Plan is to consolidate space or establish synergies between locations in a large metropolitan area. The completed Master Plan is a guide that helps facilitate real estate planning and strategy. Creation of the Master Plan involved a significant amount of research that revealed opportunities to capitalize on economies of scale thus reducing operating expenses. The playbook serves as a guide for the Master Planning process participants. The guide describes the Master Planning process, depicts the process in flow charts, identifies the tools available to complete the process, and defines the process participants and the outputs/deliverables for which they are accountable throughout the process.