

Jacob Harter

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Executive Summary

In June of 2021, I began acquiring investment properties including a single-family residence and a duplex. Between October 2021 and December 7th 2021, I formed a property management company, Astrum Argentum LLC., joined the Idaho landlords' association and closed on an additional single-family residence. Between December 2021 and March 2022, I learned how to draft rental listings, post them through various online mediums, communicate with interested parties and schedule showings, guide interested parties through the application process, screen multi-point applications including credit reports and background checks, draft lease agreements and addendums and collect funds. Between January 2022 and the present, I've effectively handled tenant turnover in two units and signed new leases with tenants who opted to remain in my homes for another lease term. In just over a year, I navigated a very steep portion of the rental property and property management learning curve to substantiate a positive cash-flowing business consisting of two single family residences and a duplex.

I've been a mechanic the majority of my adult working life. I attended and completed a two year college level program that prepared me for a career in automotive service, earning an A.S. degree. After that I spent 10 years working in commercial aerospace on a variety of mechanical system, ranging from flight controls, interiors and aero structures. In addition to hands on mechanical skills, I have extensive experience with engineering drawings and datasets, wiring and hydraulic diagrams, and diagnostic flow charts, which I can translate into practical mechanical applications. These experiences have helped me develop a range of skills outside my educational background that would be an asset when applied in any other mechanical field.

Skills & Abilities

- Mechanical diagnosis, repair and disassembly/assembly.
- Electrical systems diagnosis and repair.
- Precision measurement tools, including a variety of machinist micrometers, torque measurement tools and electrical/electronic scan and multimeters.
- Computer skills. Windows Outlook. C.M.E.S. Boeing work instructions. R.E.D.A.R.S. Boeing engineering drawings/data sets. P.S.D.S. Boeing material and standards descriptions and specifications.
- Communication skills. My previous work experiences have required me to develop a communications skillset that gives me the ability to interface with a variety of groups and individuals, ranging from retail automotive customers, team leads, management, quality assurance and engineering.
- Organizational skills. Interpretation of work statement with a realistic estimate of completion within a given time frame, including all variables and logistical requirements.

- Driving skills. I have experience driving a variety of vehicles in various states of road-worthiness and varied states of disrepair in all road conditions. My previous work experience has required me to become proficient driving any and all passenger vehicles, cabulance wheel chair accessible vans and heavy axel diesel vehicles.
- Inventory management and control. One year experience running an assembly line Work In Progress (W.I.P.) control cage. This position required me to properly itemize and document all incoming and outgoing aircraft parts and fastener/material kits in a windows-based computer system. At the end of the build cycle all remaining parts and kits were processed, packed and forwarded through transportation to the next W.I.P. location on the assembly line.

Experience

- **Assembly Mechanic | Boeing Commercial Airplanes | 2011 – 2020**
- Job Codes
 - 30304 Assembler Installer Gen. B - Interior and systems mechanic.
 - 30204 Assembler installer Gen. B cable operated flight control systems.
- Responsibilities included, understanding, applying information contained in a variety of specifications and engineering drawing data sets. Using company computer systems, work instructions and further applying information to assemble a variety of parts in a variety of locations on aeroframe. Locating incoming parts and requesting damaged or missing parts through the appropriate processes and systems.
- **Cabulance Driver | Columbia Lutheran Home | 2010 – 2011**
 - Responsibilities included, picking up and delivering wheelchair and homebound clients to medical appointments, as well as returning clients home. All logistical considerations including weather and urban/suburban traffic concerns were handled with efficiency.

Education

- A.S. Degree Automotive Technology - 2005 Renton Technical College, ITEC Program.

Certificates

- ASE Certified Automotive Technician. Currently expired.

Since March of 2021 I have been involved in real estate investment and rental property management, started my own business, Astrum Argentum LLC and acquired three properties with four cash-flowing rental doors. Self-employment has taught me many lessons in discipline and work ethic.

- Astrum Argentum LLC. Jun 2021 -
1. June 2021-Dissolved March 2024

Sole Governer

Astrum Argentum, LLC

Formed a property management company.

Purchased investment real estate.

Draft and advertise rental listings using various online mediums.

Communicate with interested parties including scheduling showings, guiding interested parties through the application process, screening multi-point applications including credit reports and background checks, producing lease agreements and addendums and collect funds.

Lease Renewals

Tenant Turnover

Manage a positive cash-flowing business