

Patrick McArthur

7219 TANAGER HOUSTON, TX 77047 (713) 271-2285 mcarthurpatrick79@gmail.com

Work History

Post of Afton Oaks

Laborer Supervisor/Forklift Operator

2016 – Current

Under direction, plans, prioritizes, assigns, oversees, inspects, and evaluates the work of laboring crews engaged in various types of construction and maintenance work. Operate powered industrial trucks to load and unload materials.

Pacesetter Personnel Services

General Laborer

2012 - 2016

Performs general manual labor tasks including loading, unloading, lifting, and moving materials. Assists a variety of functions with manual labor tasks as needed

Spaw Glass

General Laborer

2011 –2015

Performs general manual labor tasks including loading, unloading, lifting, and moving materials. Assists a variety of functions with manual labor tasks as needed.

SMI Reality

Property Management

2009-2011

Accomplishments/Duties – Increased tenant occupancy from 72% to 96% in six months, eliminated all major security problems, and supervised a \$1,000,000 rehabilitation in 2010

Sumar Realty Corp.

Property Management

1996 – 2009

Accomplishments/Duties – **(Clarke Springs Apartments)** Raised occupancy from 86% to 97% in two months and increased collections from \$108,000 to \$130,000. **(Oakwood Villa Apartments)** Increased collections over \$30,000. **(Summer Park Duplexes)** Managed 164 duplexes and increased occupancy from 65% to 94% in nine months. **(Glendale Apartments)** Managed 810 units and supervised a staff of twenty-three. **(Oakwood Villa Apartments)** Managed 283 units, supervised \$1,000,000 rehabilitation in 2001, supervised tax credits for 179 units, and eliminated all major security in a distressed property **(praised and interviewed as an example by local news channel)**.

Oakwood Crossing Apartments

Property Management

1995-1996

Accomplishments/Duties- Responsible for 455 units and increasing occupancy from 70% to 85%.

Sumar Realty Corp.

Property Management

1985-1995

Accomplishments/Duties- Managed five different apartment complexes, supervised three apartment complexes, and relocated to manage a Sumar property in California.

Education

Kansas University 1979 – 1983

Lawrence, Kansas

Business Management

Skills

Extensive Rent Roll Experience, HUD Procedures, Tax Credit Reports, Turning Distressed Properties, Reducing or Eliminating Crime on Properties, Networking, Training, Phones, Customer Service, Consulting and Team Leadership

Forklift Certification (OSHA)

Expires July 27, 2018

Professional Memberships

National Center for Housing Management