

## CURRENT ROLES AND RESPONSIBILITIES

### **BEACON DEVELOPMENT GROUP (July 2023 - present)**

#### **Housing Development Associate**

Assisting Housing Developers and Construction Managers in the administration of project tasks related to the overall management of project schedules and budgets throughout the project development cycle. Assist in assembling funding applications to public and private funders. Support staff in the building design process with clients and architects. Responsible for tracking ongoing project documentation and timely communications among the client, architect, and general contractor, including immediate and urgent requests that arise during construction.

## PAST PROFESSIONAL EXPERIENCE

### **BEACON DEVELOPMENT GROUP (October 2022-June 2023)**

#### **Housing Development Intern**

Amar supports the completion of affordable housing development projects by assisting and learning about various parts of the process.

### **SHANNON ESCROW, INC. (June 2022-September 2022)**

#### **Escrow Assistant**

Assisted in coordinating new transactions of single-family residential homes and condominiums, helping in every step of the process, from open to close.

### **UNIVERSITY OF WASHINGTON CALL CENTER (October 2021-February 2022)**

#### **Engagement Ambassador**

Responsible for calling and building rapport with alumni, keeping track of what they have done with their degree and gaining valuable advice from them. The task of asking for monetary donations to certain funds and scholarships was a part of the job as well.

## REPRESENTATIVE PROJECTS

#### **SHILOH BAPTIST CHURCH, Tacoma, WA**

New construction of 40 units in Tacoma.

#### **GREATER CHRIST TEMPLE CHURCH, Tacoma,**

WA New Construction of 65 units in Tacoma.

#### **RAINBOW TERRACE, Everett, WA**

New construction of 66 units in Everett.

## EDUCATION & COMMUNITY ENGAGEMENT

**UNIVERSITY OF WASHINGTON:** Bachelor of Science, Real Estate

