

LINDA HARTMAN

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763.245.6348

CURRENT ADDRESS

734 Park Road Northwest, Apt #202
Washington, D.C. 20010

EXPERIENCE

Cushman & Wakefield

Baltimore, MD

Research Analyst

Mar. 12-Present

Research Junior Analyst

Mar. 10-Feb. 12

- Increased the local commercial real estate market coverage sourced out of the Baltimore office by 47 million square feet in 967 buildings with the inclusion of Suburban Maryland industrial market. Result was a total of 304 million square feet in 4,406 industrial and office buildings tracked by the Baltimore office.
- Redesignated local research methods to meet national standards in collaboration with a senior analyst. Updated the Cushman & Wakefield internal proprietary transactional database and statistical analysis system for the 257-million square foot/3,422-building Baltimore office and industrial markets.
- Customized research products for the Baltimore industrial and capital market platforms in 2011 by redefining industrial market boundaries and establishing class A warehouse/distribution statistics.
- Produce and publish quarterly real estate market statistics and local market trends in Cushman & Wakefield's Baltimore Office, Baltimore Industrial, Baltimore Retail and Suburban Maryland Industrial MarketBeat reports. Cited in following publications: *The Baltimore Sun*, *Baltimore Business Journal*, and *Citybizlist Baltimore*.
- Provide daily research support to Cushman & Wakefield's Baltimore brokerage professional staff of 20. Daily support includes the creation of specialized Baltimore market research products such as: the bi-yearly office and industrial market construction reports and six quarterly in-depth submarket reports. Additionally, maintained a statistical database of 304 million square feet in 4,406 industrial and office buildings tracking vacancy rates and sale and lease transactions in the Baltimore and Suburban Maryland markets.
- Former leader of Cushman & Wakefield's Quarterly Junior Analyst Calls and current participant in Cushman & Wakefield's Future Leaders Group.

UW-Madison Law School: E. Asian Legal Studies Center & Graduate Progs.

Madison, WI

Office Assistant

Nov. 06-Dec. 09

- Handled internal administrative support services for approximately 60 students and two law professors: prepared reimbursement requests, drafted outgoing correspondence and maintained contact mailing lists.

City of Madison: Community Development Authority (CDA) - Housing Operations

Madison, WI

Intern

Oct. 09-Dec. 09

- Coordinated publicity efforts for CDA's 30 site locations with local media outlets.

EDUCATION

University of Wisconsin-Madison

Madison, WI

Bachelor of Business Administration Degree

Dec. 2009

Major: Real Estate and Urban Land Economics

Overall GPA: 3.5/4.00

Honors: UW-Madison Powers Knapp Scholarship Program; UW-Madison School of Business – Dean's List (2 semesters); UW-Madison Real Estate Department Scholarship

ACTIVITIES

We Are Family

Washington, DC

Volunteer

May 12-Present

- Serve local seniors bi-monthly by delivering food packages or conducting in-home visits.

UW-Madison Powers-Knapp Scholarship Program

Madison, WI

Scholar - Junior Class Social Chair & Senior Class Co-Chair

Sept. 05-Dec. 09

- Lead a class of 40 in a full tuition scholarship program as a Junior Class Social Chair and Senior Class Co-Chair. Coordinated class events, ran monthly meetings and acted as a primary point of contact for peers.

UW-Madison Wisconsin Black Student Union

Madison, WI

Treasurer & At Large Board Member

Sept. 06-May 08

- Managed the organization's 2007-2008 budget of \$3,500 to achieve a year-end 2008 budget surplus of \$1,000 through membership due collections, a balanced checkbook and university based grant procurement.

PEOPLE Program

Madison, WI

Academic Tutor

Jan. 07-May 07

- Assisted middle school students with social studies coursework in an after-school tutoring program.

SKILLS

- Proficient in CoStar, Real Capital Analytics and Moody's Analytics Data Buffet.