

Kimberly Eckmann
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PROFILE

A highly motivated individual with advanced experience and education in the field, combined with an excellent ability for creative problem solving and critical thinking. Perform complex tasks quickly; demonstrate outstanding written, verbal, and interpersonal communication skills. Receptive to new ideas, deliver first-rate client service, guarantee project quality through effective use of time and financial resources.

EDUCATION

J.D., Texas Wesleyan University School of Law, Fort Worth, TX – in progress.
M.A., Geography, San Diego State University, San Diego, CA.
B.A., History with High Honors, University of Hawaii, Honolulu, HI.

EXPERIENCE

McClung Properties, Inc., Austin, TX 2008-Present

Vice President, Real Estate Agent/Land Planner

Implement administrative and business development strategies for independent, high-volume commercial real estate brokerage firm. Manage hiring of intern staff, direct intern activities. Distribute press announcements; retain and recruit equity partners and investment clients. Prepare marketing materials, website and databases. Assist clients in performing due diligence and obtaining land use entitlements. Review property reports (appraisals/operating statements), prepare and distribute investment information.

Four Directions Development, Inc., Austin, TX 2007-Present

President/CEO

Direct all aspects of professional land planning and development consultancy. Create and implement project proposals for marketing and business development. Perform due diligence for real estate acquisitions and development projects; assist clients in obtaining entitlements, permits and approvals. Assist government agencies in developing plans, ordinances, regulations and policies to manage growth and/or make the agency operate more efficiently.

Doucet & Associates, Inc. Consulting Engineers, Austin, TX 2007

Staff Planner

Carry out feasibility studies, design conceptual land plans. Prepare and give presentations to clients; create exhibits for reports, meetings and public display. Coordinate design changes with planners, engineers, and technicians. Perform site investigations, obtain project permits, and prepare submittal documents for review. Interface with City and County plan review staff throughout entitlement process.

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HDR Engineering, Inc., San Diego, CA

2006

Environmental Sciences and Planning Intern

Prepare environmental and planning documents in compliance with CEQA/NEPA. Investigate environmental impacts for plans and development projects in the Southern California region. Analyze technical reports and site designs. Communicate with the public and public agencies, process permit applications (USACE/USFWS).

San Diego Unified School District, San Diego, CA

2005

Visiting Teacher

Supervise and teach classrooms of all ages, levels, and subjects independently. Coordinate and facilitate learning activities with staff, teachers and students.

CERTIFICATIONS

Licensed Real Estate Salesperson – Texas # 0595620.

LEED® Accredited Professional, U.S. Green Building Council.

AFILIATIONS

American Bar Association (ABA)

Real Estate Council of Austin (RECA)

Central Texas and National Association(s) of Realtors (CTCAR/NAR)

SKILLS

- Microsoft Office Suite and Internet Explorer; advanced proficiency
- Microsoft Publisher, Adobe Illustrator and Acrobat; intermediate proficiency
- Geographic Information Systems (GIS) and AutoCAD; beginner proficiency

INTERESTS

- Expert Surfer (12+ years), world travel to surfing destinations.
- Skilled painter using watercolor, acrylic and oil.
- Recently took up Golf, aspire to play in professional tournaments.