



# Glori Northern Associate

## **Education**

Mercy College—Dobbs Ferry, NY  
Master of Science, Education  
GPA 4.0

College of New Rochelle—New Rochelle, NY  
Bachelor of Arts, Psychology  
GPA 3.62

## **Professional Experience**

### **Northern Real Estate Urban Ventures –**

Associate  
Washington, DC      April 2010 - Present

### **Bilinguals Inc –**

Educator  
Bronx, NY  
May 2008-November 2009

### **New York City Board of Education –**

Educator  
Bronx, NY      January 2006-June 2008

### **Schools Professional –**

Educator  
New York, NY      September 2004-June 2005

References: Furnished Upon Request

## **Management**

Leadership abilities to maximize team effectiveness while maintaining high morale level among employees  
Attend construction meetings and facilitate meetings to assess and recap progress  
Manage all applications for payment  
Manage the supply chain for all construction materials

## **Administrative**

Strong organizational skills to accurately handle numerous projects at once  
Effective at meeting and exceeding quotas in a timely manner  
Communicated trends in service-related issues and offer possible opportunities to enhance service  
Working knowledge of all MS office applications  
Purchase materials and process field issues  
Prepare bids and proposals

## **NREUV Projects:**

The University of Baltimore-Fitzgerald  
Baltimore, MD  
Victory Crest Apartments  
Hyattsville, MD  
Glenview Senior Apartments  
Glen Burnie, MD

## **Primary Responsibilities:** Construction Operations Manager

Purchase materials  
Manage the logistics of supply chain  
Attend construction meetings  
Process field issues  
Manage all applications for payments  
Prepare bids and proposals