

N. Holland Foote

P.O. Box 634 • Petaluma , CA 94952-0634 • (415) 577-1160

Service@StepwisePM.com

EDUCATION

University of Southern California, Marshall School of Business

Los Angeles, California

Master of Business Administration: Real Estate and Tax

May 2001

- Dean's List, V.P. Entrepreneurship & Venture Management Association
- International business studies at WHU Koblenz, Germany

Summer 2000

Cornell University

Ithaca, New York

Bachelor of Science, Major: Applied Economics and Business Management

May 1995

- Degree acquired in 3.5 years, Dean's List; Alpha Zeta Fraternity

EXPERIENCE

Foote Capital Management

Petaluma, California

Principal

2006 – 2009

Managed real estate and investments for income optimization and capital appreciation including analysis of portfolio allocation, risk position, cash flow, tax strategies, and relative performance. Identified additional opportunities.

- Managed all aspects of real estate investments, property leasing, capital improvements and maintenance.
- Performed due diligence on current and potential investments from purchase to disposition.
- Completed multi-year capital improvement project involving several contractors and agency approvals.
- Licensed with CA DRE #01513811 since September 2005.

Bechtel Group, Inc.

San Francisco, California

Treasury Manager, Corporate Finance

2002 – 2005

Analyzed and monitored corporate credit and project related financing from institutional lenders. Prepared senior-level management reports detailing company borrowing, contingent exposure, and financial forecast.

- Negotiated credit documentation and instruments to support corporate, project, and contingent financings.
- Completed 2-month training program covering project finance, structuring, modeling and bid simulation.

Bank of America

San Francisco, California

Associate Credit Manager (1995 – 1997)

1995 – 1999

Financial Analyst (1997 – 1999)

Managed a loan portfolio containing over 30 corporate clients with exposure ranging from \$1 Million to \$4 Billion each. Identified new clients for credit extension, while monitoring the financial position of existing customers.

- Recommended the extension of credit based on financial forecasts and capital requirements.
- Consulted on the pricing, structuring, negotiation, and documentation of many types of credit facilities including revolvers, term loans, cash management facilities, risk management products, etc.

Marriott Corporation

Torrance, California

Restaurant Manager – Courtyard Hotels (December 1990 – February 1992)

1988 – 1992

Restaurant Supervisor (May 1989 – December 1990)

Cook (October 1988 – May 1989)

Managed 15 departmental employees to ensure efficient operation of the 45-seat restaurant and adjacent lounge. Increased sales and exceeded budgeted profit levels by 4.8%. Managed the entire hotel on a rotating basis.

- Reduced food and liquor costs below budget for the first time in the hotel's four-year history.
- Directed all operations including customer/employee relations, performance reviews, special events, forecasting, budgeting, purchasing, hiring, training, scheduling, payroll, and delegation of duties.

ADDITIONAL INFORMATION

- Member: USC Alumni Association, Cornell Club of Northern California, Russian Hill Neighbors.
- Community: SCAC Board Member; Volunteer Fire Department Firefighter.
- Interests: Real Estate, Investing, Racquetball, River Rafting, Cooking, and Travel.