

CRISTI LAJEUNESSE

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SKILLS & ABILITIES |

- Budget preparation
- Operating subsidy calculation
- Policy development/implementation/enforcement
- All aspects of property management including management of maintenance
- Resident management
- HUD required reporting
- Lease compliance
- Procurement
- HUD Online Systems including EPIC and Section 3
- Demo/Dispo Applications
- Staff and board training
- PIC Error Resolution

EXPERIENCE |

EXECUTIVE DIRECTOR KENEDY HOUSING AUTHORITY

NOVEMBER 2002 TO PRESENT

Kenedy Housing Authority manages 8 housing authorities

Day to day operations of the housing authority programs, including public housing, Housing Choice Voucher and capital grants. Manage all personnel, maintenance operations, budget preparation, board meetings, accounts payable, rent collections, report monitoring, and submission of reports required by HUD. In 2002 the housing authority property consisted of 40 low rent units and 34 vouchers. In 2011 we assumed the Karnes City Housing Authority increasing our Public Housing Program to 72 units. Since that time, we have maintained a high performer standing. At the present time I am the executive director of eight housing authorities through management agreements with the Kenedy Housing Authority.

TRAINER TEXAS HOUSING ASSOCIATION

2009 TO PRESENT

Develop and present training on many different topics related to the Housing Authority industry. I have trained board of commissioners and a variety of housing authority staff on the following topics; board meetings and board responsibility, PHA Administration, Tenant File Management, PIC and EIV System and Reports, Online System Use, Lease and Eviction, Fair Housing and Discrimination, PHAS, HQS Inspections, Occupancy Basics, Rent Calculation and other trainings customized on request.

CONSULTANT – MULTIPLE AUTHORITIES

1999 TO PRESENT

Thank you for your consideration.

