

**Mark Freda**  
[mark.freda@verizon.net](mailto:mark.freda@verizon.net)

## SUMMARY OF QUALIFICATIONS

Senior level facilities/real estate management professional. Significant experience in the areas of corporate administration, facilities management, property management, critical systems and capital projects. Reputation for building outcome-oriented teams; leading people, developing/managing processes and meetings goals/deadlines. Excellent communication, negotiation and leadership skills. Known for identifying and resolving problems. Ability to function at strategic and tactical levels across disciplines.

## PROFESSIONAL EXPERIENCE

### GOLDMAN SACHS & CO.

Vice President, Corporate Services & Real Estate, Real Estate Strategy Group, Jersey City, NJ	2006 - 2008
Vice President, Investment Management Division, NYC, NY	1997 – 2006

- Created a written policy on division and firm expense guidelines. Instituted new expense management process for business division resulting in higher compliance with guidelines, reduced overall costs and clearer process for management and staff. Managed staff to carry out these policies.
- Developed and implemented an action plan to achieve a ~\$15,000,000 building addition, parking structure and site work project that is excellent in layout and design. Coordinated outside professionals and in house staff, bringing the project in on time and within budget.
- Built and implemented from scratch a successful recovery effort after 9/11 creating space for trading groups and support staff from NYC in central New Jersey in under four days. After that worked extensively on Business Continuity Planning (BCP) including firm wide plans and policies; along with details of specific locations.
- Selected by division management to intervene and assume oversight of an out of control regional office build out project. Reduced budget by \$1,500,000 and eliminated three months from project schedule.
- Reorganized floundering \$21,000,000 renovation project in NYC by providing structure and process; created unified project teams. Provided direction and oversight to achieve project completion without further delays or cost overruns.
- Coordinated related projects involving 550 people, \$31,500,000 in costs and 210,000 square feet of space. Within a twelve month period completed all projects involving space planning, renovations and moves. Projects on time and within budget per client set metrics.
- Represented division management in architect selection, project steering committee, amenities committee and transportation committee for development of a new office tower in Jersey City. Also coordinated division space planning effort.

### COMMODITIES CORPORATION (International commodities trading/hedge fund company)

Vice President Facilities Management, Princeton, NJ	1983 – 1997
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*Goldman Sachs & Co. purchased Commodities Corporation in 1997*

- Identified needs and built process, staff and procedures for a facilities management function, incorporating property management responsibilities, facilities management responsibilities, firm property and casualty insurance program. Managed the before mentioned as well as telecommunications and market data functions. Functional integration resulted in vastly improved customer service, significant budget reductions and increased reliability of deliverables. Estimated savings were \$300,000.

- Managed new office creation process for a new venture in Bermuda from site search, to lease negotiations, to selection of project professionals, and renovation oversight. Overcame challenges dealing with local firms whose commitment to schedule, budget and process were constantly changing. Project delivered within \$1,250,000 budget.
- Created and implemented a multiple year space/facilities development plan. The plan included properties in USA and international locations, along with leasing details, renovation assumptions and growth projections.

### **PUBLIC SECTOR EXPERIENCE**

Princeton Borough Council, Princeton, NJ 1986 – 1999  
*Selected responsibilities*

- Elected official, Princeton Borough Councilman, five terms
- Council President, five years
- Police Commissioner/Chair of Public Safety Committee, eleven years
- Public Works Committee, thirteen years
- Planning Board and zoning experience

### **CIVIC and NON-PROFIT EXPERIENCE**

*Selected activities 1974 – present*

- Princeton Fire Department, 1974 – present, Chief in 1989
- Princeton First Aid & Rescue Squad, Inc., 1975 - present, president eight years
- Spirit of Princeton Committee, founding member and vice-chair of citizen group that sponsors yearly Memorial Day parade, Flag Day ceremony, Independence Day fireworks, Veterans Day ceremony. 1998 – present
- Dorothea vanDyke McLane Association Board of Trustees, treasurer, 2001 – present
- United States Jaycees, Greater Princeton Chapter, 1978 – 1980.
- Joint Princeton Borough – Princeton Township First Aid Committee, 1980 – 1985
- Youth Employment Service, Board of Directors, 1986 - 1996
- Princeton Volunteer Fire Department Bicentennial Committee, chairman, 1986 – 1990

### **PROFESSIONAL MEMBERSHIPS**

- *International Facilities Management Association (IFMA)* 1989 - present
- *International Code Council (ICC)* 1988 - present
- *National Fire Protection Association (NFPA)* 1986 - present
- *Arbor Day Foundation* 1987 – present

### **EDUCATION**

BA, Political Science & Public Administration College of New Jersey, Ewing, NJ

### **PROFESSIONAL DEVELOPMENT**

- Certified Facilities Manager (CFM) designation IFMA, Houston, TX
- Accountable Leadership The Levinson Institute, Boston, MA
- On Leadership The Levinson Institute, Boston, MA
- Senior management training programs Goldman Sachs University, NYC, NY
  - Managing Change Program
  - Client Relationship Management
  - Strategic Influencer Program
  - Getting Things Done, Mastering Workflow
  - Advanced Negotiating Skills
  - Advanced Presentation Skills