

# ROBERT J. MCGIHON

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## EDUCATION

**UNIVERSITY OF FLORIDA – Hough Graduate School of Business** Gainesville, FL  
**Master of Science in Real Estate** May 2010

Recipient, Bergstrom Center for Real Estate Scholarship  
Member, Student Executive Leadership Team

**THE PENNSYLVANIA STATE UNIVERSITY – Smeal College of Business Administration** State College, PA  
**Bachelor of Science in Management** August 2003

Minor: Economics  
Penn State Men's Varsity Lacrosse, 1999 - 2002

## REAL ESTATE EXPERIENCE

**President/Owner** July 2008 - June 2009  
Bridgetown Builders, LLC Charleston, SC

- Successfully launched residential real estate and construction firm
- Business grew into a full service real estate and development firm that offered residential sales, development, and consulting services to clients
- Performed all duties of business operations, including marketing, business management, and development/construction labor

**Project Manager** September 2005 - June 2008  
Bonaventure Realty Group, LLC Charleston, SC

- Represented Bonaventure on a 358 unit, 45-acre, multi-family conversion project in the Metro-Charleston, SC market; Project included a \$5.4 million dollar renovation schedule, and an original projected sell out of \$35 million
- Directed the third-party sales and marketing team to create and implement creative and effective sales strategies
- Sold and closed 125 homes in twelve months in a submarket that was down 43% year over year
- Prepared and presented the project's monthly financial reports to project sponsors and corporate leaders, including ad hoc reporting on request
- Prepared quarterly investor correspondence reports, including the project's financial forecasts, historicals, and narrative summary
- Assisted Director of Acquisitions in preliminary due diligence on select prospective multi-family acquisitions

**Director of Business Operations** June 2004 - September 2005  
Viking Contractors, Inc. Charleston, SC

- Developed Company's financial controls system by implementing Master Builder® Construction Management & Accounting software, enforcing national cost codes, and creating standard operating procedures
- Monitored cash flow, accounts receivable, accounts payable, and loan disbursement accounting
- Reconciled and analyzed weekly, monthly, and final job cost records, set to pay reports, budget/actual reports, balance sheet and P&L documents
- Established thresholds for project cost variances and critical path timelines for two project managers to ensure the highest level of profitability and quality
- Issued RFP's to contractors, analyzed their proposals based on historical data and in-house estimates, and oversaw contract administration for the awarded contractor(s)

## COMPUTER SKILLS

Argus, Microsoft Office (Excel, PowerPoint, Word, Access), Site To Do Business (STDB)

## ACCREDITATIONS/AFFILIATIONS

South Carolina Licensed Realtor  
South Carolina Licensed Residential Builder  
Urban Land Institute Young Leader Member

CCIM, education requirements 75% complete by May 2010  
MAI, education requirements 80% complete by May 2010  
Member, ICSC