



## GAIL NORTHERN

**Administrative Manager**

**Email: [gail.northern@nreuv.com](mailto:gail.northern@nreuv.com)**

**Northern Real Estate Urban Ventures**

### SKILLS AND CAPABILITIES

- *Operations*
- *Due Diligence*
- *Program Compliance*
- *Market Research*
- *Construction Operations Management*

### NREUV PROFILE

*Northern Real Estate Urban Ventures, Washington, DC - Senior Project Coordinator, March 2012 - July 2021, Chief Operating Officer, July 2021 – 2024, Administrative Manager, 2024 - Present.* Oversees all essential business processes for the organization including affiliate organizations. Assists with business strategy, human resources, workplace policies, business administration and the organization’s ongoing operations. Oversees compliance on projects and due diligence for financial applications and loan closings.

Notable Projects:

- The Nannie Helen at 4800
- The Jon & Jill Ker Conway House
- The Beacon Center

### EDUCATION

*State University of New York at New Paltz, New Paltz, NY Bachelor of Arts, Communications*