LYNDA OSE   **The Compass Group, LLC**
Senior Associate

EXPERIENCE OVERVIEW / BIOGRAPHY

Lynda Ose works with organizations to develop business and analytical systems for various types of data, with emphasis on systems supporting the multifamily apartment industry. Ms. Ose has been affiliated with Compass since 1999. Some of her key clients and projects include: developing a corporate database for MuniMae's portfolio of loans on more than 100 assets, representing over 19,000 units of multifamily housing; Project Manager for implementation of Web-enabled database providing a repository of knowledge about the OAHP Mark-to-Market program, as well as a means for tracking and logging participating entity requests for program guidance and transaction support; developing a system allowing Neighborhood Reinvestment to track and report on property performance, financial information and social services provided by approximately 1200 properties representing over 110 member organizations; and providing detailed specifications and guidance to a development team at the Multifamily Housing Initiative tasked with building a system for collecting and analyzing data, including producing reports for the Urban Land Institute's "Dollars and Cents of Multifamily Housing" publication.

FIELDS OF SPECIALIZATION

- Multifamily database development and management
- Multifamily accounting
- Underwriting and finance

PROJECT EXPERIENCE

HUD's Office of Affordable Housing Preservation (OAHP) , 2007-Present

Member of financial advisory team. Responsibilities include creation of a database for evaluating Mark-to-Market Demonstration Program results and design and implementation of databases used in the day-to-day administration of the Mark-to-Market program, including Green Initiative Transactions, Closing and Post-Closing operations, Assumption-Subordination and Rehabilitation Escrow Monitoring, as well as ad-hoc reporting of Mark-to-Market program production results.

Project Manager for implementation of Web-enabled database to provide a repository of knowledge about the Mark-to-Market program, as well as a means for tracking and logging participating entity requests for program guidance and transaction support. Project responsibilities included providing content and design specifications to developer, initial population of database and oversight of enhancements to system after initial development.

Municipal Mortgage & Equity, LLC, 2000-2001

Developed corporate database for MuniMae's portfolio of loans on more than 100 assets, representing over 19,000 units of multifamily housing. Microsoft Access system centralizes property static, property operation and loan data for asset management of portfolio. Database incorporates individual property and portfolio reports used throughout the organization, as well as tracking tools for contacts and loans in development.

NeighborWorks America, 2005-Present

Developed system allowing Neighborhood Reinvestment to track and report on property performance, financial information and social services provided by approximately 1200 properties representing over 110 member organizations. System includes web-based data collection tools for use by member organizations, an MS Access database for analysis and reporting of data and Adobe Acrobat for distribution of reports.

Harvard University Graduate School of Design, 2000-2001

Member of team tasked with Public Housing Operating Cost Study, a determination of the cost of well-run public housing, results to be used to assist in the establishment of a new Operating Fund formula for public housing. Member of team contracted to evaluate data sources on operating costs of multifamily housing. Responsible for collection and analysis of data from third party providers, including comparison to Dept. of Housing and Urban Dev. data. Third party data consisted of over 23,000 assets (1.7 million units) collected from providers.

General Services Administration, 2005-2006

Created an asset management tool to collect and store information on leases in the National Capital Region that may be terminated by DoD due to new anti-terrorism standards. Microsoft Access tool includes basic reporting of current leases, including yearly cash flow projections, as well as evaluation tools to run "what if" analyses on approximately 250 leases in the NCR area.

EMPLOYMENT HISTORY

The Compass Group, LLC	Data Systems Consultant	1999 – Present
Multifamily Housing Institute	Data Manager	1997 – 1999
NHP, Incorporated	Senior Systems Analyst	1992 – 1997
Dominick & Dominick	Fixed Income Department	1985-1992
JC Bradford	Syndication Mgr, Municipals	1984-1985
Laidlaw, Adams & Peck	Municipal Bond Department	1980-1984