

SARAH A. BROWN

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Education

CORNELL UNIVERSITY

Ithaca, NY

Johnson Graduate School of Management

Master of Business Administration, May 2010, GPA=4.1

Program in Real Estate

Master of Professional Studies in Real Estate, May 2010, GPA=4.1

School of Industrial and Labor Relations

Bachelor of Science, May 2004

Experience

Summer 2008

MACQUARIE CAPITAL, *Capital Advisor Intern*

New York, NY

- Worked with property capital advisory team to perform due diligence, valuation and bid submissions for three different transactions ranging from \$400 million to over \$1.5 billion, including the acquisition of portfolios of hotel properties, industrial assets and residential projects around the United States
- Analyzed the organizational structure, profit drivers and risks, performing comparable set and market analysis
- Developed presentations to articulate investment fundamentals to share with management and equity partners

2007-2008

CORNELL PROGRAM IN REAL ESTATE, *Assistant for Career Management*

Ithaca, NY

- Co-leader of the annual "Job Barometer" report, providing a snapshot of the commercial real estate industry job market, insight into trends observed and expectations for the future state of the industry

2006-2007

CITIGROUP, *Senior HR Generalist, VP*

Hagerstown, MD

- Provided HR consultation regarding employee relations, organizational design and planning, performance and compensation management for the Site President and Customer Service Organization (~900 employees)
- Led several site and national leadership initiatives
- Managed the HR Specialist, providing feedback, coaching, development, and prioritization of workload

2004-2006

CITIGROUP, *HR Management Associate*

Singapore & New York, NY

Asia Pacific Regional Compensation & Benefits Analyst (Asia Pacific Consumer Banks)

- Worked with team to conduct compensation analysis on priority countries within Asia, incorporating internal and external market place data
- Redesigned compensation structure to support business strategy and address issues such as attrition (\$20MM project approved by Asia CEO)
- Developed framework and materials for region-wide communication package for managers and employees
- Created recognition programs to support business objectives. Reviewed and validated current program effectiveness
- Partnered with team members in year-end compensation process for the Asia Pacific Consumer Bank

HR Generalist, Leadership Development Specialist (Global Consumer Group)

- Provided exceptional client service including compensation planning, performance management, talent, employee relations and organizational development initiatives in alignment with International Decision Management's strategy and objectives
- Supervised HR Administrative Assistant; coordinated workflow, provided feedback, coaching and development
- Designed International Leadership Development Programs targeting high potential talent in the Country Business Manager pipeline
- Managed several projects across Sector businesses, employing effective communication strategies

Jr. HR Generalist (Corporate & Investment Banking)

- Supported Global Fixed Income Division Generalist team (population 4,200+ employees) providing consultation to the business regarding: performance management, benefits, training, employee relations, recruiting, talent planning and year-end compensation
- Managed the promotion process for Managing Directors in Global Capital Markets within tight timeline and implemented process improvements
- Facilitated business leaders in Foreign Exchange in identifying top talent and created development plans for high potential employees

Internships

2001 & 2003

JPMORGAN CHASE, *Internal Consulting Services Analyst & Corporate Diversity Intern*

9/02-5/03

IBM, *Staffing Co-op*

2002

CITIGROUP, *Summer Associate – Executive Compensation*

Personal

Co-President of Cornell Associate Real Estate Council, Society for Human Resource Management, Urban Land Institute, Real Estate Career Workgroup, Corporate Leadership Council, P.S. 111 Mentor, Avid Traveler, Pottery

Language

Spanish (intermediate-advanced)