

SARAH A. BROWN

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Education

CORNELL UNIVERSITY

Ithaca, NY

Johnson Graduate School of Management

Master of Business Administration, *Human Capital Strategy and Management Immersion*, May 2010

Program in Real Estate

Master of Professional Studies in Real Estate, *Finance & Investment Banking Concentration*, May 2010

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/bid submissions for three different transactions ranging from \$400 million to near \$3 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

2007-2009

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 Bank)

- 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

9/02-5/03

2002

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

IBM, *Staffing Co-op*

CITIGROUP, *Summer Associate – Executive Compensation*

President-Cornell SHRLOE (Strategic HR, Leadership and Organizational Effectiveness), Co-President of Cornell Associate Real Estate Council, 1st place (64 teams)-2008 S.C. Johnson Case Competition, Society for Human Resource Management, Corporate Leadership Council, Urban Land Institute, Avid Traveler, Pottery

Language

Spanish (intermediate-advanced)