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BAC-5717

Contact Information

Contact Name	Jodi Janda	Home Address	2910 S. Lincoln Street
Preferred Phone	3035346611	Home City	Englewood
Preferred Email	jodi.janda@am.jll.com	Home State	CO
Other Phone	3038867074	Home Zip	80113
Other Email	jjanda@independenceplaza.com	County	Arapahoe
DOB	[REDACTED]	Race/Ethnicity	Native American
SSN	[REDACTED]	Salutation	Mrs.
Party Affiliation		First Name	Jodi
Gender	Female	Middle Name	
Other Gender		Last Name	Janda

Board Information

Board Name	Downtown Denver Business Improvement District	Other boards or commissions served	
Status	Reappointed		
Application Date	5/4/2020		
Term Start Date	5/19/2020		
Term End Date	12/31/2023		
Resigned			

Work Information

Employer	Sr General Manager/JLL	Work Address	1050 17th Street, Suite 1650
Position		Work City	Denver
Business Phone #		Work State	CO
		Work Zip	80265

Additional Information

Are you a registered voter?	Yes	Other Ethnicity	
If so, what county?	Arapahoe	Objection to appointment?	No
Denver City Council District No	N/A	Special Information	

Education and General Qualifications

Name of High School		Name of Graduate School	
Location of High		Location of Graduate	

School
of Years Attended
High school
Did you Graduate
High School

School
of Years Attended
Graduate School
Did you Graduate
Graduate Major

Name of College
Location of College
of Years Attended
College
Did you Graduate
College
Undergrad Major

Reference Details

Reference Name #1 Lea Sandoval
Reference Phone #1 3039212355

Reference Email #1 lea.sandoval@kilroyrealty.com
Reference Address #1

Reference Name #2 Pam Rockwell
Reference Phone #2 3177397180

Reference Email #2 pamrockwell@gmail.com
Reference Address #2

Reference Name #3 Coral Higby
Reference Phone #3 7202330770

Reference Email #3 ckhigby@gmail.com
Reference Address #3

Agree to a
background check

Owner Denver Integration

Created By Denver Integration, 12/11/2019 9:37 AM

Last Modified By Romaine Pacheco, 5/11/2020 2:34 PM

Notes & Attachments

Jodi Janda's Resume 12.19.pdf

Type Attachment
Last Modified Denver Integration
Description

[View file](#)

JODI L. JANDA

2910 S. Lincoln Street
Englewood, CO 80113
303-981-6124 (Cell)
Jods34@gmail.com (Email)

PROFESSIONAL PROFILE

Commercial real estate professional with over 10 years of experience in office, retail and residential property management. Highly motivated, trustworthy, and reliable team player with an outstanding work ethic. Reputation for taking the initiative and driving results which has gained me recognition and promotions throughout my career.

PROFESSIONAL HISTORY

JONES LANG LASALLE (JLL)/MEANS KNAUS PARTNERS

Denver, CO

2009 – Current

Senior General Manager- (10/2016-Current)

- Responsible for the management of over 500,000 square feet of commercial office and retail in downtown Denver since 9/2018.
- Experience in managing around 1,000,000 square feet of commercial office, retail and residential in the Denver Tech Center and downtown Denver.
- Responsible for annual budgeting and monthly financial reporting.
- Responsible for client, tenant, and vendor relations.
- Manage construction and capital projects at the property, including all vendor contracts.
- Manage lease administration on behalf of the client.
- Accomplishments: 2016 Property Manager of the Year (JLL)

General Manager- (02/2012-10/2016)

- Managed a 242,000 square foot commercial high-rise property in the Denver Tech Center.
- Responsible for annual budgeting and monthly financial reporting.
- Responsible for client, tenant, and vendor relations.
- Managed all construction and capital projects at the property, including all vendor contracts.
- Managed lease administration on behalf of the client.
- Accomplishments: Assisted the Building in obtaining ENERGY STAR certification in 2013-2018, 2012 Property Manager of the Year (Means Knaus Partners)

Assistant Property Manager- (10/2009-02/2012)

- Assisted in managing over 800,000 square feet of mid-rise and campus style properties in the Denver Tech Center.
- Responsible for client, tenant, and vendor relations.
- Accomplishments: 4th Quarter 2011 Star of the Quarter

VIDEO PROFESSOR, INC. Lakewood, CO

2005 - 2008

Marketing Contracts and Compliance Manager- (08/2006 – 05/2008)

- Managed all contracts for Marketing.
- Acted as liaison between Marketing and Legal.
- Assisted with the drafting and editing of legal documents.
- Managed vendor relationships.
- Developed and maintained a compliance program for Marketing with an emphasis on email compliance.
- Drafted artwork guidelines and a CAN-SPAM manual.
- Reviewed and edited all creative for compliance purposes.
- Responsibility for communications on all new regulations and policies.
- Accomplishments: Promoted to Manager within a year and a half from employment. Co-chair of Video Professor's philanthropic group, Seasons Club, from 2006-2008.

Ecommerce Contracts and Compliance Administrator- (01/2005 –08/2006)

- Managed all contracts for the Ecommerce department.
- Served as legal liaison between Ecommerce and Legal.
- Responsible for contract negotiation.
- Developed and maintained a compliance program.
- Reviewed and edited all creative for compliance purposes.
- Worked with all aspects of the company from the CEO to Customer Service team.
- Accomplishments: 2005 Above and Beyond Award, 2005 Can Do Attitude for Seasons Club

ACADEMIC CREDENTIALS

University of Michigan - Ann Arbor, MI
B.A. Communications

1998

State of Colorado – Denver, CO
Associate Broker Real Estate License

2011– Current

PROFESSIONAL ASSOCIATIONS, TRAINING & SKILLS

Building Owners and Managers Association (BOMA) Member
Property Manager of the Year (JLL)
Property Manager of the Year (Means Knaus Partners)

2019
2016
2012

References Available Upon Request