

JAMIL HASAN

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PROFILE

Over twenty years' experience in enrollment management, student learning, radically overhauling the management, technology and processes applicable in a large university environment. Over ten years experience lecturing on management processes and strategic plan. Strong applied technical background combined with financial operations and strategy experience. Leadership experience with management of more than 100 staff.

ACCOMPLISHMENTS

- Served over 1,000 students with several multi family housing options at 100% occupancy rate
- 93% students came back after their first year of stay to extend their lease
- Managed all aspect of the real estate investment and exceeded the expected CAPP rate
- Increased student enrollment by 18% in 2001, 20% in 2002, 12% in 2003, 7% in 2004 (Overall increase of 38% in 6 years) Initiated strategic enrollment initiatives to stop declining enrollment when admission standard was adapted in the fall 2008 and fall 2009
- Increased the mean satisfaction score for all college services from 3.66 in 2004 to 3.76 in 2005 (as reported by the 2005 Student Opinion Survey)
- Conceived and established an Automatic Call Distribution System, a call center which addresses student concern about enrollment services and functions
- Devised an integrated plan for digitizing student permanent records
- Have been interviewed and quoted in over 20 publications since 2003, including USA Today, The Associated Press, Enrollment Management Report, Houston Chronicle and others

PROFESSIONAL AND BUSINESS HISTORY

For A Place To Live, LLC, Houston, Texas

Managing Partner at Property Management Company, May 2017 - Present

- Manage administration of property operations and leasing to ensure a safe and quality living
- Award contracts for site services, supervise on site staff and ensure maintenance of property
- Create and cultivate tenant relationships
- Enforce prompt payment and terms of lease agreements

University of Houston Downtown, Houston, Texas

Associate Vice President, Enrollment Management, Aug 2016- May 2017

- Combined the functions of recruitment, admissions, international student affairs, registration, and financial aid into a single integrated operation
- Supervised the reconfiguration of the Enrollment Services Office to provide an atmosphere conducive to interaction with students and developed and implemented strategies to enhance customer service
- Developed an aggressive student recruitment and enhanced enrollment plan combined with a more efficient tracking of new student cohorts
- Developed strategies for infusing technology and full implementation and utilization of Banner Student Information System into the operations of the Offices of Recruitment, Admissions, Registrar, Financial Aid, and International Student Affairs

Texas Southern University, Houston, Texas

Associate Vice President and Special Assistant to the President,

Office of the President, May 2000-Aug 2016

- Responsible for development of summer programs, orientation, and academic support for incoming freshmen
- Oversee housing operation for academic advisors for each college
- Prepare data for state legislations that impact our university and testify in front of the Senate and House Higher Education Sub Committees
- Worked diligently to improve the university's enrollment process and capabilities
- Taught undergraduate courses on Management, Introduction to Business, Government & Society, Management, Principles of Management, Management and Leadership and Motivation
- Combined the functions of recruitment, admissions, international student affairs, registration, and financial aid into a single integrated operation
- Supervised the reconfiguration of the Enrollment Services Office to provide an atmosphere conducive to interaction with students and developed and implemented strategies to enhance customer service
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Texas Southern University, Houston, Texas

Lecturer, School of Business-Management

August 1999-December 2008

Course responsibilities -

Management 101- Introduction to Business, Government & Society

Management 300- Principles of Management

Management 401- Leadership and Motivation

OTHER RELEVANT EXPERIENCE

- Realtor
- Contract Administrator, Office of Information Technology, December 2006-March 2007
- Assistant Coordinator, Office of Institutional Effectiveness, June 1999-May 2001
- Comptroller, Office of the Comptroller, February 1999-June 1999
- Senior Budget Accountant, Institutional Effectiveness, September 1997-January 1999
- Accountant, Office of the Comptroller, May 1995-September 1997

EDUCATION AND CERTIFICATIONS

MBA	Texas Southern University Major, General Business (GPA 4.00)
BA	Texas Southern University Major, Economics; minor, Accounting (Class Valedictorian)
Certificate	University of Kentucky College Business Management Institute Business Management as a Business Officer
Certification	Real Estate Agent

PROFESSIONAL SKILLS AND DEVELOPMENT

- National Association of Realtors (NAR), Houston Association of Realtors (HAR)
- Trained in Media, Presentation, and Crisis Communication and Management
- Conducted several training sessions in customer service
- Presented enrollment information and projections for TSU's Bond review board
- Organized and sponsored several fundraising events in the community