

Joseph F. Leone

1521 Lexington Way • Morgantown PA 19543 • 610-551-5830

PROFESSIONAL ACCOMPLISHMENTS

2012 to Present Associate Broker

Coldwell Banker Preferred - Commercial

Blue Bell, PA / Haddonfield, NJ / Wilmington, DE

- Commercial Real Estate Practice
- Serving Berks, Bucks, Carbon, Chester, Delaware, Lancaster, Lehigh, Luzerne, Monroe, Montgomery, Northampton, Philadelphia, Pike, Schuylkill Counties & Poconos
- Serving New Jersey, Delaware & New York State
- #1 NRT Commercial Agent in the State of Pennsylvania - 2013
- Coldwell Banker Preferred Commercial Agent of the Year -2014, 2015, 2016
- Licensed Remote Pilot SUAS (Drone) Airman Certified

2007 to 2012 Associate Broker

KW Commercial, Limerick, PA

Keller Williams Realty Group, Limerick, PA

- Commercial & Residential Real Estate Practice
- Serving Berks, Montgomery, Bucks, Chester, Delaware and Schuylkill Counties

2002 –2007 Independent Real Estate Broker

Storage Deluxe Inc, New York, NY

- Selected sites based on defined criteria to fit up/construct mini storage warehouses within the 5 boroughs of NYC.
- Created tools to reduce time to locate and analyze potential sites
- Developed “prospecting” methodology to identify willing sellers
- Work with multiple brokers and directly with potential sellers
- Trained and developed skills of other site selectors.
- Evaluate lease vs. purchase alternatives

1999- 2002 Vice President, Shop Development

AutoBody America, Inc, Richmond, VA

- Identified sites based on pre-defined attributes, negotiate contract terms and conditions, arranged settlement to coincide with construction schedule
- Coordinated with senior management, architects and civil engineers to prepare construction documents for bid.
- Value engineered projects to reduce overall costs
- Managed due diligence process including site testing, municipal approvals, zoning and permits
- Selected general contractor and managed construction process
- Installed company supplied equipment, transition turnover of building for on time/on budget store opening

**1994-1999 Manager, Business Administration/Facilities Management
Sterling Commerce – CID, Wayne, PA**

- Responsible for Computer Operations and Telecommunications Departments in a 200 employee division
- Managed 40,000 sq. ft office facility
- Developed accounting procedures for billing, accounts receivable collection and preparation of end of month journal entries
- Negotiated and administered vendor contracts with largest suppliers

**1985–1994 Vice President, Computer Operations
Premier Systems, Inc., Wayne, PA**

- Managed 40 employee computer operations and telecommunications department
- Designed, implemented and managed national and international telecommunication networks
- Designed and constructed three large computer facilities
- Project Manager for construction of 80,000 Sq. Ft. company headquarters
- Planned and executed four data center relocations throughout the United States
- Assisted with sales of company products and services by formulating the physical configurations for prospective customers and prepared presentations to describe features, expected benefits and costs

**1978-1985 Vice President, Data Processing Operations
SEI Corporation, Wayne, PA**

- Managed data center, distribution and printing department, technical support and computer facilities in a multi location environment
- Supervised over 200 person staff in multiple departments and locations
- Instituted 24 X 7 technical support operation for remote client in North America
- Constructed two large data centers
- Planned and implemented several data center relocations and expansions.

EDUCATION

Master of Business Administration – Finance
Pace University Graduate School, New York, NY
Bachelor of Arts – Economics
Queens College, Flushing, NY

PROFESSIONAL LICENSES

Pennsylvania Real Estate Associate Broker License
New Jersey Real Estate Salesman License
Delaware Real Estate Salesman License
New York State Real Estate Broker License
North Carolina Real Estate Broker License
Licensed Remote Pilot SUAS (Drone) Airman Certified