

ANDREA RASTELLI

Curriculum vitae

Personal Information

Last Name and Name **Rastelli Andrea**
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Business E-mail andrea.rastelli@colliersre.it

Citizenship Italian

Date of birth June 11, 1968

Gender Male



Job Title **Property & Project Manager Senior**

Personal Experience

Date March 2018 - Present
Job Title Senior Property & Project Manager
Employer Name and Address **Colliers Real Estate Management Services Italia Srl - Via Durini 2 – Milano**
<http://www.colliers.com>
Business area Real Estate Management

Date December 2003 – March 2018
Job Title Senior Property Manager and Key Account Manager
Job Description
Technical and administrative management of Italian and foreign real estate, institutional and private investors through Property & Facilities Management services.
Mainly these are properties used as offices, retail, logistics and commercial.
Census and survey of the properties including all the technical aspects; administrative, cadastral and taxes.
Information retrieval of the missing documentation and carrying out the relating activities.
Data Room organization, management and updating for acquisitions or disposal.
Verification of management criteria, formation of user regulations and costs breakdown.
Examination and writing of pluriannual budgets
Verification of real estate values by monitoring the market.
Planning and carrying out transformations and renovations
Project monitoring
Regulatory adjustments, energy saving
Technical –urbanistic business
Cadastral business
Writing management regulations of real estate properties

Sqm personally managed last year and still managed at today
sqm 535.000 logistics centers
sqm 198.000 offices
sqm 89.000 residential
sqm 22.000 hotels
sqm 17.000 retail
sqm 363.000 land

Job Description	<p>Clients personally managed last year and still managed at today Castello Sgr - Savills Management Sgr - Idea Fimit - Morgan Stanley - Fabbrica Sgr - Credit Agricole - Deutsche Bank – Rreef - Dtz – Sultanate of Oman Real Estate Dept. – Editio – Irccs Istituto Naz Tumori – Cantalupo Development</p> <p>Clients managed in the past Deka – Aew - Commerz Bank - Allianz – Ubs – Ing – Beni Stabili – Investire Immobiliare – Eurocommercial Properties</p>
Employer Name and Address	ArcotecnicaGroup S.p.A. P.zza Missori 2 – Milano http://www.gruppoarcotecnica.com
Business area	Technical/administrative field
Date	January 2001 – December 2003
Job Title	Building Surveyor and Property Manager
Job Description	<p>Quantity Surveyor activities Due Diligence techniques Planning and managing civil and industrial works in real estate propertis and related infrastructure Real estate appraisals Quality cost control and financial planning of important private enterprises of real estate development</p>
Employer Name and Address	Wt Partnership – Via Gonzaga 6 – Milano http://www.wtpartnership.com/locations/italy
Business area	Technical/administrative field
Date	January 1999 – January 2001
Job Title	Building Surveyor
Job Description	<p>Management and cost control for mansions construction and Golf Club in Bogogno (No). Estimate of quantities Study, developement and writing of architectural projects</p>
Employer Name and Address	Monguelfo S.r.l. (Sisal Group) - Via Paleocapa 5 - Milan
Business area	Technical/administrative field
Date	January 1996 – December 1998
Job Title	Building Surveyor
Job Description	<p>Project Manager for “ready for operation” projects of facade renovation, coverings and attic of industrial sheds, warehouses, cold storage through insulated, soundproof and heat insulated panels Disposal and reclamation of asbestos cement coverings and walls Project development and fulfilment</p>
Employer Name and Address	Promet Engineering (Metecno Group) – Via Sanremo 9 – Milan
Business area	Technical field
Date	January 1991 – December 1995
Job Title	Building Surveyor
Job Description	<p>Drafting of estimate of quantities and execution control of renovation works Building yard Manager in organizing the constrution of buildings used as offices and retail. Project Management for Commesse Italia Management of purchasing department Management of Tenders office</p>
Employer Name and Address	Fertre S.r.l. (Fintecnica Group) - Via Martignoni 25 - Milan
Business area	Technical field

Date	01/1988 – 12/1990
Job Title	Building Surveyor
Job Description	Building yard Manager Assistant for buildings renovation, preparation of estimates Offer requests, topographic measurements, estimate of quantities, execution working progress
Employer Name and Address	Rastelli S.r.l. – Via Frua 21/8 – Milano
Business are	Technical field

Education and Summary of qualifications	
Qualification	Building Surveyor
Occupation	Free lance registered at Collegio dei Geometri of Milan
Other qualifications	Certificate of attendance CTU – Appointed expert in civil
Main professional expertise	Attendance to civil and criminal causes as CTP, Technical consultant for technical expertise extrajudicial Disputes on construction work : the tender, works duly carried out Divisions: hereditary or testamentary; Joint ownership disputes, among owners, with suppliers, administrative, Lease: evictions, property distribution expenses, damages to the properties; Right of way: bondage Discharges, roads and irrigation canals Safety in building yards Regularity of the plants Borders adjustments: legal distances, trespassing, expropriation Zoning disputes
Name of the school	Leonardo da Vinci School– Via Leopardi – Milano
National or International level of classification	Secondary school Diploma

Personal skills and personal expertise																			
Mother tongue	Italian																		
Other language	English																		
Self Evaluation	<table border="1"> <thead> <tr> <th></th> <th colspan="2">Comprehension</th> <th colspan="2">Spoken</th> <th>Written</th> </tr> <tr> <th></th> <th>Listening</th> <th>Reading</th> <th>Oral Interaction</th> <th>Oral Production</th> <th></th> </tr> </thead> <tbody> <tr> <td>English</td> <td>Advanced</td> <td>Advanced</td> <td>Advanced</td> <td>Advanced</td> <td>Independent</td> </tr> </tbody> </table>		Comprehension		Spoken		Written		Listening	Reading	Oral Interaction	Oral Production		English	Advanced	Advanced	Advanced	Advanced	Independent
	Comprehension		Spoken		Written														
	Listening	Reading	Oral Interaction	Oral Production															
English	Advanced	Advanced	Advanced	Advanced	Independent														
Personal skills and social expertise	I can communicate clearly and precisely and I am able to answer to specific questions asked from the customer I can relate myself with people of different nationality and culture																		
Personal and organizational skills	I can organize myself and my job independently and I am able to set priorities and take responsibility by respecting deadlines and set goals. Organization and managing a team focused on developing customer portfolio.																		
Computer literate	Windows and its applications Office, Autocad, Mac																		
Driving licence	Car Driving licence (B)																		

Milan, March 2018

Andrea Rastelli

I authorize the use of my personal data under the law 675/96 and D.lgs196/2003 for the selection and communications needs.