



Julie O'Tool Gutsell
Property Manager
Management Professionals, Inc.
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PROFESSIONAL PROFILE:

Julie is responsible for tenant relations, facilities, and financial management of Three Fountains Office Park, Terrace Center and Terrace Place, Century III, and Marsh USA, Inc. Julie's primary responsibility is tenant relations. She maintains close contact with tenants to understand their changing business, space needs, and expectations.

As property manager, Julie conducts regular building and common area inspections, provides review and follow-up of work orders, and manages vendors and contracted services. She develops annual operating budgets for each property and provides ongoing management through approval of purchase orders and invoices and monthly reporting of budget variances.

Julie is a candidate for a Commercial Real Estate License and aspires to earn the designation of Certified Property Manager (CPM) from the Institute of Real Estate Management.

EXPERIENCE:

Management Professionals, Inc.

- March 2010 to Present:
Property Manager

United Way of Chittenden County,
Vermont, Loaned Executive

Owned and operated a private customer-service based business

PROFESSIONAL DEVELOPMENT:

- Licensed L&H Insurance Agent

PROPERTIES MANAGED:

- Three Fountains Office Park
- Terrace Center and Terrace Place
- Century III
- Marsh USA, Inc.
- Shoppes at Three Fountains