



William Lechert, LEED Green Associate

202-421-5085 • billy.lechert@gmail.com • [linkedin.com/in/blechert](https://www.linkedin.com/in/blechert) • [billylechert.com](https://www.billylechert.com)

Innovative and performance-focused corporate workplace leader with over 15 years' experience in managing the creation and operation of sustainable best-in-class workplaces that enhance employee engagement and experience, and championing top-performing teams of varying size and levels of expertise.

SKILLS

Leadership: Client Relationship, CSR and ESG Programs and Projects, DEI Programs and Projects, Sustainability Programs and Projects, Team Leadership, Training and Mentoring

Real Estate, Workplace Design & Experience: Capex and Opex Project Budgeting and Management, Real Estate Strategy and Portfolio Management, Change Management Documentation and Coordination, Facility Operations Budget, Management and Support, Internal Control Documentation and Reporting, Vendor Management, Workplace Design and Strategic Planning

Project Management: Construction Drawing Review, Design & Construction Oversight, FF&E Specifications, Procurement and Installation, Project Coordination and Management, Various Construction Management Programs, Vendor Contract Proposals, Negotiations and Award, Vendor Management, Microsoft Project, Procore, Smartsheet

General Skills: AutoCAD, Google and Microsoft Office Suites

WORK EXPERIENCE

AXAL XL: Head of Workplace, Americas

New York, NY • 02/2023 - 07/2024

- Executed a \$35M capital budget, delivering quarterly performance reports to leadership, ensuring financial targets were met, and contract management of internal and external resource allocation supported a growth-oriented business strategy and operational planning; achieved \$1.2M in operational savings in 2023.
- Oversaw \$28M in buildout and tenant improvement projects from programming and design to operations, reviewing construction drawings, project budgets, overseeing review and bidding processes, contractor invoices, and schedules throughout each phase, optimizing project performance management; provided monthly project updates to regional executive leadership and staff; delivered project \$500K under budget.
- Performed the strategic planning, analysis and decision-making for real estate lease initiatives, tenant leasing and property management of 500,000 SF of owned, leased, and sub-leased commercial spaces across multiple countries; achieved a 10% reduction in leased space in 12 months.
- Led strategic planning, budget forecasting, cost management and decision-making processes for capital and operational projects with cross-functional teams and service providers, considering corporate reputational risk and the integration of corporate, diversity and inclusion, and sustainable workplace guidelines.
- Facilitated the improvement of sustainability initiatives, strategies and reporting; achieved a 75% enhancement in data collection on resource use from property managers, used for reporting regional carbon emissions and supporting global performance in decarbonization efforts as defined by corporate sustainability strategies.
- Implemented methods for workplace operations and business continuity and project governance, leading to a 50% improvement in America's regional real estate and workplace operational controls performance measurement and reporting, and standardization of processes within workplace operations.
- Streamlined workplace procedures across multiple countries through strategic leadership of the facility teams and vendor management procurement processes resulting in a 15% reduction in operating costs in 8 months.
- Managed a team of distributed facility management and project professionals across multiple countries, ensuring consistent adherence to workplace standards and operational practices, resulting in an enhanced 'people-centered' workplace experience.

International Rescue Committee: Senior Manager, Facility Development and Project Management

New York, NY • 02/2020 - 01/2023

- Managed \$17M in capital improvement projects from programming to operations, including overseeing financial controls and tracking project expenses, reviewing request for proposals and bidding processes, contract negotiations and contractor invoices, aligning project schedules throughout each phase, resulting in optimized program scope and meeting program goals.
- Project managed a \$10.5M global headquarter renovation, meeting all project requirements, including administering a workplace change management program that transitioned staff from assigned spaces to a flexible workplace model, acting as the main point of contact on construction updates to executives and staff, and ensuring the project matched company culture and elevated office design standards.
- Led the refinement and implementation of workplace design and project proposal developments, by aligning proposed solutions to industry standards and setting FF&E standards and negotiating contracts, leading to a decrease in project costs and streamlined vetting

and procurement of facility furnishings and equipment.

- Managed facility management team on office operations improvement opportunities by documenting standard operating procedures, referencing standard industry best practices, and strengthening employee communications through the incorporation of the Workplace email, leading to improved day-to-day operations and service delivery.
- Provided subject-matter expertise on real estate initiatives, strategic occupancy and space planning, workplace design and alteration requests, technologies and amenities, sustainability goals, and other facility-related matters for office locations globally.

Space Management and Planning Contractor supporting Google and YouTube Bay Area • 04/2016 – 09/2019

Cushman & Wakefield: Team Lead | Director of Space Management, Design, and Operations (01/2018 – 09/2019)

- Executed a \$60M professional services contract, integrated with internal and external vendor partners, ensuring adherence to business plan KPIs and SOPs, contract deliverables, and business relationship management; benchmarked key metrics through vendor-partner scorecards and adapting the performance metrics and execution of the program in order to meet company goals and manage client expectations; also was the main point of contact for Google REWS leadership on program and vendor-partner performance and escalations.
- Oversaw the workplace occupancy planning, design and move services program for 14.5 million SF of mixed-use spaces, occupied by 49,500 employees, achieving improved portfolio occupancy utilization by 15% across 5 campuses in neighboring regions while maintaining business support needs and requirements.
- Managed a team of 8 direct reports, 60 workplace professionals, ensuring supportive people management, team alignment and execution of fully developed deliverables, resulting in an increase in team knowledge-sharing, on-time project delivery and exceptional customer service.
- Collaborated with vendor-support leads on quarterly executive reports to showcase the overall contract performance related to projects and process improvements, taking accountability and driving increased visibility into cost-effective financial utilization as a service provider, ensuring business alignment, and customer-focused service level performance.

Jones Lang LaSalle: Occupancy Planning Supervisor (04/2016-12/2017)

- Managed the strategic and tactical execution of workplace planning for 13 Google Product Areas across a real estate portfolio of 2.5M+ SF, composed of 25 Class A and B office and warehouse facilities; responsible for the ongoing analysis of space and employee data and improving space utilization and operational efficiency.
- Developed occupancy and workplace project planning tools, tracking and progress reports and delivered presentations to department leaders and stakeholders; reports supported informed business decision-making, resource allocation and optimized space utilization within each business line and across the portfolio.
- Collaborated on the development of quarterly real estate reports to the city of Mountain View, confirming the total number of staff, square footage and quantities of occupied facilities and warehouses, which were used to support strategic decision-making and growth of the Google portfolio in the Bay Area.
- Collaborated on bi-annual forecasting reviews with finance and human resources to support planned growth and people management across the Product Areas workplace, analyzing existing portfolio agility and ensuring space requirements were aligned to projected growth.

McKissack & McKissack: Senior Designer & Facility Space Planner supporting National Institutes of Health Rockville, MD • 03/2012 - 04/2016

- Authored the Workplace Design Guidelines, establishing policy and procedure frameworks for space design, modifications and delivery, and led to process optimization through the creation of workflows and best practices to improve project timelines and cost controls while also improving workplace efficiency and employee well-being.
- Collaborated on the design and project documentation and planning of a \$60M design-build project, approx. 470K SF; responsible for creating and maintaining the accuracy of design and construction drawings of new and reused furniture and demountable wall partition programs that contributed to achieving Energy Star and LEED Silver certification for LEED BD+C category.
- Expertly developed and maintained detailed infrastructure drawings of highly secured, in-use and proposed for refurbishment, research and experimental laboratories, ensuring adherence to state and federal building codes and regulatory requirements. Documented existing internal assets and applied regional building codes, resulting in improved project accuracy and compliance.

Previous Work Experience

- Booz Allen Hamilton: Senior Consultant, Facility Planning & Design (FEMA and EPA), 10/2009 – 03/2012
- Maryland Office Interiors: A&D Representative, 04/2008 – 05/2009
- Huelat Parimucha: Interiors Project Coordinator, 05/2005 – 04/2008

EDUCATION & CERTIFICATIONS

Marymount University – Bachelor of Arts, Interior Design (2002-2005)

LEED Green Associate certified (2024)