



Resume Book

Graduate Real Estate Students
Graduating Spring 2022

For more information:

Katie Latier
Associate Director
CU Real Estate Center
Katie.Latier@colorado.edu

RYAN ADZIMA

Denver, CO (201) 723-0213 | Ryadzima300@Gmail.Com | [Let's Connect!](#) | [LinkedIn](#)

PROFESSIONAL SUMMARY

A self-motivated leader and innovative problem solver who utilizes interpersonal and analytical skills to enhance company value through practical solutions backed by financial analyses and simultaneously build genuine relationships. Adept at readjusting and prioritizing tasks on the fly to fit our company's needs. I seek to pivot my career into an acquisition or asset management role for exciting real estate and alternative investment opportunities in the Colorado Front Range region.

- Real Estate Valuation/Return Modeling
- Real Estate Waterfall Modeling
- Argus Modeling
- CRE Due Diligence & Market Reports
- Advanced Microsoft 365 Skills
- Excellent Communication Skills

EDUCATION

Boulder, CO

UNIVERSITY OF COLORADO BOULDER, LEEDS SCHOOL OF BUSINESS

Master of Business Administration, Concentration in Real Estate & Finance

May 2022

- **Associations:** NAIOP, GREA, Adam Smith Society, Outdoors Club
- **Relevant Courses:** RE Finance & Investments, Corporate Finance, Applied Finance, Entrepreneurial Finance, Data Analysis, RE Economics, RE Law, RE Excel Modeling
- **Merit Scholarship Recipient:** Awarded due to previous academic accomplishments

MONTCLAIR STATE UNIVERSITY

Montclair, NJ

B.S. Business Administration, Concentration in Management

2019

- **Varsity Athletics:** Quarterback of the Varsity Football Team
- **Associations:** Leader in Fellowship of Christian Athletes

CFA INSTITUTE

CFA Level I Candidate

PROFESSIONAL EXPERIENCE

SL GREEN REALTY CORP.

New York, NY

MBA Summer Internship

Summer 2021

- Underwriting packages & models consisted for acquisitions & redevelopments of \$300M- \$1.2B
- Delivered updated ad hoc economic reports accurately forecast financial investment models
- Delivered ESG reports for redevelopments & program initiatives to meet SLG & NYC goals
- Researched data to forecast & optimize asset management budgets for properties across NYC market
- Pioneered an innovative marketing venture with potential of ROI over 150%
- Constructed a financial model which assessed our marketing venture's projections through a sensitivity analysis

UNIVERSAL ELECTRIC MOTOR SERVICE

Hackensack, NJ

Provider of electric motors and pumps to industrial and commercial real estate developments

2016 –2020

Operations Manager

- Produced ad hoc & proforma analyses, constructed analyses reports to develop new value-add strategies
- Promoted to Project Manager to source, budget, and implement a new computer & mobile software solution to optimize operations, reduced office overhead expenses by 36%
- Improved operational expenses & business strategy, added value through increased labor efficiency by 14%
- Led a targeted marketing program on social media, which increased awareness among crucial constituencies
- Increased new market share by 16% of enterprise value in under two-years & under budget

Additional Information

- **Extracurricular Training:** A.CRE Financial Modeling, Kahr RE Modeling, Pillars of Wall St. Excel Modeling
- **Skills:** Create waterfall distribution models, solid Excel financial analyses modeling, excellent understanding of return matrix (IRR, Equity Multiple, YOC), sales revenue forecasting, business development, sales & company brand management, economic forecasting & analysis, R Programming, currently training for Argus Certification
- **Activities:** Avid skier/snowboarder, golf, basketball, novice rock climber, avid reader of human history

Thomas “Tad” Balfour

Denver, CO 80211

Tad.Balfour@colorado.edu • (626) 689-3348

www.linkedin.com/in/tadbalfour

PROFESSIONAL SUMMARY: Motivated MBA candidate and Real Estate professional with 7 years of demonstrated success in managing complex projects, priorities, and relationships. Excellent interpersonal and problem-solving skills with a strong focus on continuous improvement and increased productivity. Targeting a leadership and project management role in commercial real estate development.

EDUCATION

UNIVERSITY OF COLORADO BOULDER, LEEDS SCHOOL OF BUSINESS

Boulder, CO

Master of Business Administration, Concentrations in Real Estate/Finance and Entrepreneurship

May 2022

- *Awards:* 2020-22 Two-time Etkin Johnson Student Scholar – Urban Land Institute (ULI)
- *Leadership:* 2021-22 Graduate Real Estate Association: VP of Operations and Communications

TEXAS CHRISTIAN UNIVERSITY

Fort Worth, TX

Bachelor of Science, Communication Major and Business Minor

May 2014

- Beta Theta Pi, Founding Father – Eta Eta Chapter

PROFESSIONAL EXPERIENCE

BROOKFIELD PROPERTIES

Denver, CO

Financial Analyst/Intern

May - August 2021

- Managed the Denver housing absorption forecast and created a data set to send to corporate at the end of each month
- Built direct cash flow statement utilizing Spreadsheet Server Excel API for seamless model actualization
- Worked with the land team to map out lot strategy of current and future projects developing in the Denver area
- Participated in buildout out of quarterly financial forecasts for division with ~\$150M in revenue

KORN FERRY

Dallas, TX

Facilities and Operations Manager

March 2017 – April 2020

- Played pivotal role in near doubling of Dallas office footprint by building out two new floors and working with corporate stakeholders, contractors, architects, and other vendors to stay on track and within budget
- Worked with external clients, property management and vendors to make office wide changes and updates when needed
- Hosted external clients during visits to both offices and prepared large training spaces for meetings
- Led the facilities team, facilitated office moves by modifying floorplans and managed the 8x8 phone system

Recruiter, Industrial Markets

October 2015 – January 2018

- Assisted Managing Consultants with creating employee value propositions to be used for targeted candidate outreach
- Conducted phone screens with mid-to-upper level executives and presented them to clients on update calls
- Developed search strategies, leveraging variety of proprietary and off-the-shelf technologies, and presented them to the clients

PINNACLE INVESTMENTS

Torrance, CA

Analyst

July 2014 – October 2015

- Met with brokers on site and examined target properties for potential purchase and implemented a proforma for analysis
- Produced spreadsheets of Pinnacle’s current portfolio and acquisition targets to determine a property’s fit into the extensive portfolio of 45+ properties
- Led and implemented a large-scale migration of company-wide data from a single computer to a new, innovative, cloud-based management software. This migration also required me to assist in the training of employees at all levels
- Retained as an advisor to continue the implementation of the new management software until October 2018

ADDITIONAL INFORMATION

- Manage multiple real estate properties since 2016 in the Dallas-Fort Worth area. Work with HOAs, vendors and tenants
- Skills: Microsoft Office Suite, Microsoft 365, Appfolio, 8x8, Brivo, Pillars of Wallstreet, ARGUS
- Memberships: ULI, BOMA, IREM, and NAIOP
- Avid rock climber, ice climber, skier, photographer, handyman, craftsman, outdoorsman, boater and Eagle Scout

EMILY LUCHETTI

3100 Pearl Street • Boulder, Colorado 80301
emily.luchetti@colorado.edu • (303) 304-9720
linkedin.com/in/emilyluchetti
emilyluchettidesign.com | adventurebuds.io

PROFESSIONAL SUMMARY: Strategic, insightful leader and creative thinker with over 6 combined years of management, marketing, and consulting experience leading companies varying in size towards revenue growth and customer acquisition, using innovative and logical idea generation and implementation.

EDUCATION

UNIVERSITY OF COLORADO BOULDER, LEEDS SCHOOL OF BUSINESS Boulder, CO
Master of Business Administration, Concentration in Entrepreneurship & RE Development May 2022

- **Involvement:** Women In Business, Leeds Outdoor Industry Club, Graduate Real Estate Association.
- **Activities & Awards:** New Venture Challenge Candidate, 2021 & 2022.
Scholarships: Real Estate Capstone Advisors, Gary Woods, Day MBA.
- **Relevant Courses:** Project Management, RE Principles, RE Case Studies, Entrepreneurship.

UNIVERSITY OF COLORADO BOULDER Boulder, CO
BA Environmental Design, Concentration in Architecture, Design Studies, Digital Fabrication May 2019

- High Distinction Honors, Business Marketing & Management, Sustainable Architecture and Renovation Capstone.
- 2018 Colorado Pollinator Summit Speaker, Urban Bee Research Design Build Praxis.

PROFESSIONAL EXPERIENCE

Entrepreneurial Solutions, LLC Boulder, CO
Co-Founder, Principal Consultant May 2021 – Present

- Founded company with three additional partners
- Strategic business development consulting, market consulting for both startups and large scale businesses.

Lois Hill Jewelry *Global Fashion Brand* New York City | Bali, Indonesia
Marketing & Media Specialist, Product Design Consultant May 2015 – Nov 2017, June – Sep 2020

- 2020: Consulted, pioneered, and designed, launched full scale UX/UI ecommerce rollout of a brick-and-mortar company, increasing monthly sales from \$12k to \$50k-\$80k.
- 2015-2017: Consulted on launch of new product line, ultimately leading to a QVC partnership.
- Grew social by 400% through strategic positioning, influencer relationships, & marketing campaigns.

Recreational Equipment, Inc Denver, CO
Visual Merchandising Specialist Sep 2019 – Apr 2020

- Creatively overhauled visual merchandise presentation through design and marketing, doubling sales.
- Exceeded corporate goals for sales on Winter product launch through skillful visual design decisions, increasing purchases up to 200% in areas, setting us ahead of LY numbers by at least 1 month.
- Led and trained team of 20+ resulting in increased team synergy and higher sales output.

Vape Daddy's, Inc Newton, MA
Regional Manager Feb – Dec 2015

- Scaled company sales 250% within 9 months through effective management, leadership, marketing, merchandising initiatives and industry research, which contributed to the opening of a 4th location.
- Effectively led teams across all locations working closely with CEO's to implement strong company standards in hiring, managing, employee conduct and training.
- Expanded customer base three-fold through pioneering social media re-design and marketing campaigns.

ADDITIONAL INFORMATION

Software: GanttProject, Microsoft 365, Adobe Suite, R Studio, Shopify, GIS, Lumion, Revit, Grasshopper.
Interested in building businesses, sustainability, real estate. Skier, hiker, camper, motorcyclist, traveler, dog mom.

VICTORIA GRAY FELTON

victoria.felton@colorado.edu | 303-990-3504 | <https://www.linkedin.com/in/victoria-felton/>

EDUCATION

University of Colorado, Leeds School of Business – Boulder, CO
Masters of Real Estate

May 2022

University of Colorado, College of Media, Communication and Information – Boulder, CO
Bachelor of Arts in Communication, Minor: Real Estate, Innovation
Cumulative GPA: 3.278

May 2019

CAPA The Global Education Network, Florence, Italy
Full-time summer study abroad student

Summer 2018

WORK EXPERIENCE

Gusto - Denver, CO

October 2019-July 2021

Dedicated Support

- Provided exceptional customer service by interacting with small business owners via phone and email to resolve their inquiries.
- Developed deep product and payroll knowledge.
- Understand client pain points, communicate their concerns internally and influence our product.
- Worked on a team of 19 to process \$4.4 billion of PPP small business loans through the software.
- Received role and monetary promotions due to achieving internal goals.

Make-A-Wish - Denver, CO

January 2019-May 2019

Wish Granting Intern

- Working collaboratively with the Wish Granting Director, Coordinators, and Referral/Wish Granter Coordinator to assist with all assets of the wish experience.
- Planning and coordinating of wishes which includes: arranging travel accommodations, coordinating with outside vendors/companies for wish assistance, prepare itineraries, and researching unique wishes.
- Contacting families, volunteers and medical staff, faxing and mailing documentation, data entry, use of Salesforce, and assisting with wish referral process.

Madewell - Boulder, CO

January 2018- November 2019

Sales Associate

- Used excellent customer service skills to assist patrons with product choice, questions, and resolving issues for them. Developed detailed product knowledge to effectively sell merchandise.

Colorado Athletic Club - Boulder, CO

May 2014-March 2018

Swim Instructor, Front Desk Associate, Lifeguard, Camp Counselor

- Constructed my own schedule for swim lessons with members as my personal clients and paid myself for each lesson which created both independence and reliability within my role.
- Responsible for opening the CAC alone at 5:00 AM which included preparing the entire club for business for the day.
- Worked relationally on teams to effectively communication and promote a safe environment as a lifeguard and swim instructor while working in many different positions at a time.

ACTIVITIES

Pi Beta Phi - Boulder, CO

August 2015-May 2019

- Selected as "Rho Gamma" leader through interview process for Fall 2017 and Fall 2018 to lead freshman women to each chapter house and share my unbiased opinion in order to help them mutually find their own chapter house.

SKILLS & INTERESTS

Skills: Microsoft Office, Salesforce, R Studio, Argus

Interests: Sunshine, Podcasts, Dogs, Mental and Physical Health, Traveling, Family

Harry B. Green

Boulder, CO | hgreen64@gmail.com | 630.408.5819 | <https://www.linkedin.com/in/harrybgreen/>

Professional Summary

Commercial Real Estate Finance professional with 5 years of underwriting and lending experience across all real estate asset types; interested in transitioning into an acquisitions or development role. Skilled communicator, detail oriented, with a drive to push through problems. Passionate about changing urban landscapes, credit markets, and relationship building.

Professional Experience

Cadre Advisors, Third-Party Underwriting Firm, Remote

Underwriter

February 2021-Present

- Provide clear, concise, and well-supported credit committee memorandums for Cadre's lender clients on multifamily agency loans, including Freddie Mac and Fannie Mae facilities.
- Add value to clients through thorough review of borrower due diligence documents and third-party reports and recommend revisions to underwriting assumptions and appraisal valuations.
- Model property cash flows to derive as-is and underwritten NOI and compute debt metrics to ensure property performance conforms with loan application terms.
- Facilitate and manage closing along with lender closing team to ensure timely receipt of due diligence and third parties and meet credit committee submission deadlines.

Essex Financial Group, Privately held mortgage banking firm, Denver, CO

Real Estate Analyst

April 2019 – December 2020

- Instrumental in the commitment and closing of 15 transactions, representing \$181 million in transaction volume. Notable transactions include a \$53.7 million bridge loan on an acquisition of a suburban office campus in Denver.
- Successfully underwrote and modeled income-producing properties of all asset classes for varying debt financing structures.
- Created in-depth commercial mortgage request packages using Adobe InDesign which included financial and market analysis, detailed property information and executive summary of transaction; assisted in the sales/marketing process to various capital sources including life insurance companies, debt funds, banks, and GSE originators.
- Facilitated loan negotiations between borrower and lender during the loan commitment process and built positive rapport with loan originators and real estate owners.
- Owned the loan closing process from start to finish, including ordering 3rd party reports, collecting and analyzing due diligence items, and serving as a primary point of contact between the borrower and lender to ensure a timely and successful closing.

BOK Financial, Publicly traded mid-sized commercial bank, Denver, CO

Senior Credit Analyst

July 2016 – April 2019

- Performed financial analysis on proforma and historical operating statements to derive NOI and debt metrics for prospective construction projects and refinance opportunities to assess feasibility of loan origination under internal credit guidelines.
- Prepared detailed committee write-ups and analysis during the origination of over \$1 billion in loans, including a \$77 million construction loan for a Class A office building in Draper, UT.
- Active participant in closing calls to ensure timeliness and quality of due diligence items. Reviewed loan and guaranty agreements, leases, and other third-party reports.
- Assisted relationship managers in business development calls and site inspections throughout Colorado, Utah, and Arizona.
- Reduced overall portfolio risk by collecting quarterly financials on assigned transactions and running quarterly covenant tests and annual performance reviews on an \$800 million diverse loan portfolio.

MB Financial Bank, Mid-sized commercial bank, acquired by Fifth Third Bank in 2018, Chicago, IL

Enterprise Risk Management & Commercial Real Estate Internships

Summer 2014 & 2015

- Assisted loan officers in the underwriting of commercial real estate loans with values between \$1 million to \$50 million.
- Connected the immediate effects of the 2015 City of Chicago pension crisis to the bank's commercial real estate portfolio in an independently conducted research report to the CRE Group President.
- Created an online training module for Risk Management to be distributed to over 50 bank officers to improve efficiency and accountability in the reporting of risk measures across the Bank.

Education

University of Colorado Boulder – Leeds School of Business

May 2022

Master of Science (M.S.), Real Estate

GPA 3.87/4.0, Expected Graduation in May 2022

University of Colorado Boulder

May 2016

Bachelor of Arts (B.A.), Economics

Semester Abroad, Copenhagen, Denmark (DIS), Spring 2015

GPA 3.75/4.0, Graduated with Distinction, Phi Beta Kappa

Affiliations & Honors

NAIOP Colorado – Denver, CO

February 2017-Present

Associate / Developing Leader, 2017 Mentee and 2019 Committee Member for Developing Leaders Mentor Program

Technical Skills: Excel (Advanced), Word, PowerPoint, CoStar, RCA, Adobe InDesign, Salesforce, Argus Enterprise (Basic)

Harrison GreenMaki

Harrison.GreenMaki@colorado.edu • (208) 350-1327
www.linkedin.com/in/HAG007 • Erie, Colorado

EDUCATION

UNIVERSITY OF COLORADO BOULDER, LEEDS SCHOOL OF BUSINESS Boulder, CO
Master of Business Administration, Concentration in Real Estate and Finance May 2022

- **Leadership:** Elected MBAA Class President, VP of External Events for RE Club.
- **Relevant Courses:** RE Special Topics, RE Risk Man, RE Fin, Ent Fin, RE Law. GPA: 3.67

FLORIDA STATE UNIVERSITY Tallahassee, FL
Bachelor of Science in Business Administration May 2018

- **Relevant Courses:** Competitive Dynamics, International Man, Fin Man. GPA 3.47
- **Capstone:** Comp-XM exam. 93rd percentile out of 50,000 business students.

PROFESSIONAL EXPERIENCE

[North Mountain Partners](#) Denver, CO
Development and Finance Intern April 2021 - Current

- Underwrote 17 projects leading to 3 Manufactured Home Park acquisitions and 1 JV land purchase totalling \$11M AUM.
- Worked with managing director in refining underwriting model and sourcing LP investments.
- Assisted in 2 MF development projects currently going through entitlement, schematic design, and engineering review phases valued at \$70M+ on completion.
- Conducted due diligence and researched comparable properties to assist the sales team in strategy refinement and support the engineering teams.

U.S. Navy Reserve/Active Duty San Diego, CA
SEAL Team Seventeen (Reserve) June 2020 - Current

Unmanned Drone Operator
Helicopter Sea Combat Squadron Twelve (Forward deployed active command) Atsugi, Japan
Operations Manager (Leading Petty Officer) February 2018 - June 2020

- Led 15 employees in administering 2 major programs for the entire squadron's Operations Department which were critical for safety of flight and operational readiness.
- Performed 3 squadron wide fitness tests for 275 personnel and bi-weekly fitness sessions over a 2-year period resulting in 98% pass rate.
- Guided and mentored 19 junior employees leading to a 100% promotion to the next rank.
- 1 of 3 weapons instructors who developed and succeeded in conducting 1000+ live fire exercises achieving more than 400 qualifications and maintaining constant deployable readiness.

Various roles San Diego, CA and Panama City Beach, FL
Assistant Manager, Junior Program Manager, and Student June 2007 - January 2018

ADDITIONAL INFORMATION

- **ARGUS Software Training:** Expected certification May 2022.
- **IREM Academic Engagement Team Lead:** Led team of 3 in creating industry panels for college students entering the RE industry from CU, DU, and CSU.
- **Financial Modeling:** Kahr advanced RE modeling [course](#), Investopedia financial modeling [certificate](#). A.CRE Accelerator [course](#). Expected completion May 2022.
- **Financial Management:** Military Command Financial Specialist. Created savings plans, monthly budgets, and developed retirement goals for junior and senior employees.

Reggis Guthrey
3323 Navajo St, Denver, Colorado 80211
Reggis.Guthrey@gmail.com - (214) 927-0942

EDUCATION

University of Colorado Boulder, Leeds School of Business

Boulder, CO

Master of Business Administration

May 2022

- **Leadership & Awards:**

- Executive Committee of Barney Ford Diversity Fellowship
- VP of Finance Club and Graduate Real Estate Association

Texas Tech University

Lubbock, TX

Bachelor of Science, Business Administration

May 2016

- **Leadership & Awards:**

- Presidential Scholarship Recipient

PROFESSIONAL EXPERIENCE

Valverde Power Solutions

Denver, CO

Project Development and Investor Relations Intern

August 2021 – Present

- Perform weekly studies and models of total Carbon Capture Sequestration and monetary benefits of implementing “The Rocket” in applicable generators around the United States
- Work with the head of Investor Relations to identify and reach out to potential early-stage investors, capital sources and government funding by Utilizing S&P global index and news resources

Cadence Capital Partners

Denver, CO

Analyst

May 2021 – August 2021

- Received, interpreted and gave opinion on over 30 proposed developments ranging from \$5mm to \$100mm of equity placement by utilizing financial modeling skills and market research
- Market farmed through over 100 different cities and submarkets looking for possible developers along with potential capital sources and family offices

Compass Royalty Management

Dallas, TX

Project Manager

February 2020 – June 2020

- Assembled a team to complete a companywide audit and due diligence of records to determine total acreage (between 5 and 9 million acres) and value of assets owned across all United States Basins
- Quantified type of ownership and consolidated acreage owned of over approximately 1.5 million acres
- Accomplished 6 month stretch goal of Wyoming and Oklahoma asset consolidation, all the while adjusting on the fly to extreme budget cut from \$1mm to \$500m due to downturn in commodity price

Stronghold Resource Partners

Dallas, TX

Landman, Software Implementation and Design Lead

September 2018 – February 2020

- Selected and subsequently led implementation of Oil and Gas land Title data software for a cross-disciplinary Land team with experiences ranging from 0-20 years in Oil and Gas
- Worked Acquisition and Divestiture due diligence in a cross-disciplinary effort between legal, finance and land teams to execute over 100 deals ranging from 5mm-50mm in West Texas royalty assets over 2019

Chesapeake Energy Corporation

Oklahoma City, OK

Landman, Land Asset Integrity Team

May 2017 – September 2018

- Evaluated multiple Business Units (Mid-Continent, Eagle Ford, Powder River Basin) active and inactive leasehold positions approximating over 10 million acres as part of Land Asset Integrity Team
 - Created a 3D depth leasehold model accurately representing all sub-surface stratigraphic activity unlocking up to 4x value multiplier of leasehold in certain assets
-

Gabriella Haloute

1590 Eisenhower drive • Boulder, Colorado 80303

Gabriella.Haloute@colorado.edu • (720) 465-0766

<https://www.linkedin.com/in/gabriella-haloute/>

PROFESSIONAL SUMMARY: Energetic graduate student, eager to apply knowledge of project coordination and completion to achieve company goals. Dedicated to working hard to make positive contributions to my environment. Great passion is exhumed in any task given and will be performed to the highest ability.

EDUCATION

University of Colorado Boulder, Leeds school of business

Boulder, CO

Master of Science in Real Estate

May 2022

- **Specialized Skills:** R studio, Argus and Excel certified
- **Activities & Awards:** Graduate real estate association, NAIOP, ICSC and CoreNet member
- **Relevant Courses:** Real estate finance, Real Estate economics, Real Estate Law.

Saint Edward's University

Austin, TX

Bachelor's in business administration- International Business

August 2021

- **Specialized Skills:** Hootsuite verified
 - **Activities & Awards:** Dean's list for six semesters
 - **Relevant Courses:** Excelled in project management, economics, international marketing and social media marketing
-

PROFESSIONAL EXPERIENCE

John Dickinson & CO. W.I

Assistant Development Manager

Port-of-Spain, Trinidad
January 2019-August 2021

- Visited development site twice a week to ensure all goals were being met
- Communicated information to all parties involved
- Kept up to date on getting all necessary approvals
- Reviewed and negotiated construction budgets
- Interviewed and hired most fitting construction team
- Ensured that all project timelines were met in a timely fashion

Assistant marketing manager

2021

Port-of-Spain, Trinidad
January 2017-August

- Improved products segment product margin by 12% through assessment of customer trends
 - Formed strong relationships with customers which in turn, assisted us in formulating essential marketing campaigns specific to their interests.
-

- Met and exceeded sales and growth goals by maintaining relationships with both customers and vendors.
- Worked closely with product development teams to create and maintain marketing materials for sales presentations and client meetings.
- Boosted affiliate revenue by leveraging diverse channel strategies and growth-focused initiatives.
- Incorporated product changes into marketing messages to drive customer engagement and maximize profits

Guiltless Gourmet

Port-of-Spain, Trinidad

Intern

April 2020 - April 2021

- Launched product in over 25 stores nation-wide
- Assisted this start-up company in product development and marketing strategies
- Heavily involved in detailed market research prior to its launch, as well as marketing strategies to implement following its launch, namely, its social media marketing plan
- Contributed to content creation for the company website
- Completed research, compiled data, updated spreadsheets and produced timely reports

Brickman House

1225 College Ave. • Boulder, CO 80303

Brickman.House@colorado.edu • (920) 264-6209

PROFESSIONAL SUMMARY: Motivated MBA candidate with multiple years of experience working within the real estate sector on general land management and development of commercial property. Former competitive athlete with excellent interpersonal, program management, and problem-solving skills.

EDUCATION

UNIVERSITY OF COLORADO BOULDER, LEEDS SCHOOL OF BUSINESS

Boulder, CO

Master of Business Administration

May 2022

- **Relevant Courses:** Real Estate Law, Real Estate Economics, Real Estate Capstone class, which includes opportunity to complete a full development project for a vacant piece of land in Colorado.

UTICA COLLEGE

Utica, NY

Bachelor of Science in Business Administration

Dec 2017

- **Leadership:** President of the First Nations Students Club for two years
- **Activities & Awards:** Ben Mack Award for Offensive Lacrosse Player of the Year, National Honor Society
- **Relevant Courses:** Entrepreneurship: created a start-up and presented concept to a panel of judges.

PROFESSIONAL EXPERIENCE

EDF CLIMATE CORPS – SUSTAINABLE JERSEY

New Jersey

Climate Corps Fellow

Summer 2021

- Selected for competitive fellowship to promote sustainability and energy efficiency for a host company, Sustainable Jersey
- Worked with multiple clients, which were townships, to create a management file and apply for different programs to implement sustainable upgrades to their buildings.
- Used Energy Star website to create a list of properties owned by the township and measure how efficient each building was compared to other properties that were similar.

ONEIDA NATION

Oneida, WI

The Nation operates as a government for the Oneida Tribe, with numerous divisions

Community Outreach Coordinator

Dec. 2019 – July 2019

- Engaged and supported community in advance of the critical planting season as the Covid-19 pandemic started. Developed multi-channel communications strategy including social media and other proprietary traditional channels
- Provided oversight of strategic planning process and enhanced profitability by introducing new product ideas and innovative events

Land Division, Management Trainee

Dec. 2017 – Dec. 2019

- Increased efficiency and supported management decision making by organizing files from the “OnBase” software into a single file that contained each lease, to enhance ability to find a particular lease or lessee.
- Worked with Risk Management team to identify what type of insurance coverage was needed for specific leases and provide the necessary information to build a great teamwork foundation.
- Created a payment schedule file, which helped us to find missing payments and take necessary action to have the lessee agree to a cure to default on their lease.

ADDITIONAL INFORMATION

- **Leadership:** Member of a cultural presentation group for the Oneida Nation tribe that travelled around Wisconsin and Montana providing an educational experience to children and adults.
- **Technical:** Professional understanding in Microsoft Office Suite.
- **Educational:** Delivered community educational forums on the basics of Lacrosse for many tribal reservations.

AMBER HUGHES

Denver, CO • amber.hughes@colorado.edu • [linkedin.com/in/arhughes1](https://www.linkedin.com/in/arhughes1) • (847) 977-3682

EDUCATION

UNIVERSITY OF COLORADO – BOULDER, LEEDS SCHOOL OF BUSINESS

Boulder, CO

Master of Business Administration, Concentration in Real Estate, Finance, and Sustainability

May 2022

- **Involvement:** GREA President, MBAA VP of Treasury, Net Impact Club, LSIC Consultant, & LOIC Consultant
- **Activities & Achievements:** ULI Graduate Student Etkin Fellow, Real Estate Development Colvin Case Study Challenge 2021 (First Place), Net Impact Case Competition, & 3.74 GPA
- **Relevant Courses:** Real Estate Principles, Applied Finance (Student & Teaching Assistant), Real Estate Finance, Real Estate Case Studies, Sustainable Real Estate, Real Estate Law, & ARGUS

UNIVERSITY OF WISCONSIN – MADISON

Madison, WI

Bachelor of Business Administration, Marketing and Management

May 2014

- **Involvement:** Student Business Incubator (Social Chair), Club Volleyball, AXO Sorority, & Badger Volunteers
- **Activities & Achievements:** Deans List, All Campus Leadership Conference 2011, 3.75 Major GPA
- **Other:** Bocconi University Exchange Program in Milan, Italy, Spring 2013

PROFESSIONAL EXPERIENCE

PALISADE PARTNERS

Denver, CO

Real Estate Development Intern

May 2021 – December 2021

- Spearheaded a tax credit initiative that saved over \$35,000 in tax refunds
- Built and designed investment materials through market studies, branding guidelines, and pro forma analysis that resulted in \$33m of Class A & B funding
- Assist with the day-to-day needs of multifamily and mixed-use urban infill development projects including investment packages, financial forecasting, construction and inspection requirements, market research, and more

CHICAGO BLACKHAWKS HOCKEY TEAM

Chicago, IL

Marketing Coordinator

June 2017 – August 2020

- Managed, scheduled, and directed over 100 players, coaches, media personnel, and executives for six (6) Annual Blackhawks Conventions by utilizing Airtable's CRM and the Workfront project management system
- Led and launched a community initiative from start to finish with Rowboat Creative in response to the global pandemic, which resulted in over \$45,000 for charity in a week-long campaign
- Negotiated a partnership down to 25% of the initial ask by creating value in our marketing assets & overall brand
- Implemented new marketing strategies to push ticket sales; executed a digital advertising campaign that resulted in an 860% ROAS
- Executed day-of activation for 250+ events at the United Center, including all Blackhawks home contests, the 2017 NHL Draft, the 2017 NCAA Frozen Four, & other special events

Marketing Assistant

August 2015 – June 2017

- Launched a new program, Blackhawks Fitness, to focus on the health and wellness of fans with all proceeds benefiting charity; pitched this program to fitness boutiques across Chicago to partner with the Blackhawks to consolidate costs which resulted in \$4,500 in retail sales and over \$10,000 to charity
- Organized six fitness and wellness events with over 800 participants in total including all logistics and marketing necessary to reach maximum capacity

Marketing Intern

June 2014 – August 2015

- Assisted in launching Club Blackhawks, the Blackhawks mobile application for children, as the pioneer team in the NHL, which resulted in 35,000+ downloads
- Managed Tommy's Crew, the official Kid's Club of the Chicago Blackhawks, and led a re-branding campaign for the club, which resulted in 80% growth in revenue and over 25% growth in membership numbers

ADDITIONAL INFORMATION

- Conversational in Spanish and Italian Languages
- Skills include copywriting, financial modeling, communication, relationship building and management, Microsoft 365, Adobe Creative Cloud (Illustrator, InDesign, and Photoshop), and basic HTML/CSS
- Volunteer work: Big Brothers Big Sisters Volunteer (March 2018 to September 2020), Inner City Education Tutor (January 2018 to March 2020), Marathon/Triathlon Fundraiser (\$15,000+), and Participant (2016 – 2019)
- Consulted and presented to a company in the outdoors industry with recommendations pertaining to SaaS and Real Estate investments based on detailed research and professional experience (Fall 2020)
- Additional internship experience in nonprofit event work, social media management, and advertising sales (top-performing sales rep in my market for Summer 2012)
- Fun facts: dog mom, fitness enthusiast, amateur snowboarder, avid knitter, skillet cookie lover, and never bored

Connor Jones

(949) 610-9144, cojo8739@colorado.edu

SUMMARY OF QUALIFICATIONS

I am currently completing my Masters of Science in Real Estate at CU Boulder. I am very passionate about real estate. I think my exceptional problem solving ability coupled with my Excel and data analysis skills learned from internships and past courses will benefit me well in the industry. I would love to work in a very high volume position that requires me to juggle multiple projects so I can utilize my multitasking abilities to their utmost potential.

EDUCATION

Jul 2021 — May 2022	Masters of Science in Real Estate , University of Colorado at Boulder	Boulder, CO
	<ul style="list-style-type: none">• Top 20% of students in Masters Program	
Aug 2017 — May 2021	Bachelor of Sciences in Business Administration with a double emphasis in Real Estate and Finance , University of Colorado at Boulder	Boulder, CO

EMPLOYMENT HISTORY

Jun 2019 — Jul 2019	Private Real Estate Lending Intern , Bridge Loan Financial	Newport Beach, CA
	<ul style="list-style-type: none">• Researched and recorded information on hundreds of financial advisors in California and expediting the process through the efficient use of Excel• Modeled loan term documents in Excel for CEO and learned about the lending standards of the firm as well as the due diligence required for each new loan• Created a social media plan to increase the effectiveness of the company's social media• Put together investor packages containing vital information on the property being focused upon	
Jul 2018 — Aug 2018	Investment Banking Intern , Roth Capital	Newport Beach, CA
	<ul style="list-style-type: none">• Shadowed CEO through strategy meetings where I saw first hand how to delegate effectively and implement said strategies in order to achieve the goals of the firm• Worked in conjunction with the head trader and collaborated with other interns on data analysis projects• Gained insight on the decision making process for future business ventures through pitch meetings	
May 2018 — Jun 2018	Real Estate Intern , Lab Holding	Costa Mesa, CA
	<ul style="list-style-type: none">• Toured a variety of properties in different stages of the development process with the CEO allowing me to see the full process of commercial development• Learned about the site selection process through reviewing potential development sites with the CEO and attended financial meetings• Got first hand experience in the development of creative new age shopping centers	

SKILLS

Pro Forma Modeling	Portfolio Management
Rent Schedule Analysis	Microsoft Excel
Data Analysis	R Studio

EXTRA-CURRICULAR ACTIVITIES

Jan 2019 — Dec 2019	Standards Board Chair , Pi Kappa Phi Fraternity	Boulder, CO
	<ul style="list-style-type: none">• In charge of upholding the values of our fraternity and enforcing the laws put in place by our chapter and national organization	
Feb 2022 — Present	Member, Beta Gamma Sigma	Boulder, CO
	<ul style="list-style-type: none">• Beta Gamma Sigma is an academic honor society for top business school students.	

Katherine (Katie) Kimmey, BBA- Management, MBA/MENV Candidate

Boulder, CO ☐ Cell: (832) 495-9274 ☐ Email: kaki9477@colorado.edu

Seeking Role in Real Estate/Sustainable Development

- | | |
|--|--|
| ☐ Data Analysis, Reporting and Development | ☐ Tableau Certified |
| ☐ Pursuing LEED Green Associate Certification | ☐ Greenhouse Gas Accounting Certified |
| ☐ Business Strategy and Planning | ☐ CU Energy Club, Current Member |

Consultant | Sustainability and Environmental Strategy | February 2021- Dec 2021

Bluebird Backcountry | Boulder, CO

- ✦ Develop Impact Report consisting of energy and land use, carbon footprint analysis, and sustainability best practices
- ✦ Construct Dashboard for website outlining environmental impacts of operation and economic benefit to local communities and other ESG initiatives
- ✦ Utilize ArcGIS story mapping and data visualization through Tableau
- ✦ Conduct interviews with community stakeholders, Bluebird strategic partners, and ski industry/outdoor recreation professionals
- ✦ Research and analysis on outdoor recreation within CO and social and cultural impacts on surrounding communities
- ✦ Culminate the above data to provide Bluebird with a Sustainability and Resiliency Plan for expansion focusing on triple-bottom line best practices and future sustainability key performance indicators

Market Analyst Intern | Sustainable Development Research | May 2020- July 2020

Morgan Creek Ventures | Boulder, CO

- ✦ Conducted market research on resilient development trends by compiling and synthesizing data from industry experts
- ✦ Constructed a strategic decision-making platform for multi-family development in the front range by analyzing industry data

Operations Analyst | Business Strategy & Planning | May 2017- May 2020

ORACLE CORP | Broomfield, CO

- ✦ Chosen out of 30 “top tier” BDC applicants to join an operations program supporting Oracle Hardware sales operations
- ✦ Main operational support for 4 Hardware sales teams, comprising of 50 sales reps
- ✦ Guide sales leaders with quarterly business reviews, GTM business plans and ad hoc presentations for the VP of Hardware Sales
- ✦ Analyze and present organization’s pipeline, and KPI data into weekly reports for management using Tableau and Excel, and R
- ✦ Assemble Go-to-Market plans, including analyzing past territory strategies and results, while exploring three-year future plans
- ✦ Responsible for identifying and developing key sales strategies, as well as resolving critical issues while reducing disruption
- ✦ Daily tasks include data visualization, project management, analytical skills and ad hoc deal management requests

Business Development Representative | Feb 2016- May 2017

ORACLE CORP | Austin, TX

- ✦ **“Top General Skills”** – Oracle, Core Technology division. Awarded after “Class Of” sales training in Feb 2016
- ✦ **“Rookie of the Quarter”** – Oracle, Core Tech division. Awarded by regional sales director for superior 1st quarter in May 2016
- ✦ Completed Oracle’s 8-week intensive sales training in San Francisco
- ✦ Generated sales leads for all small-medium business in Missouri and Kansas
- ✦ Track, engage and manage all existing pipeline and opportunities in Missouri and Kansas
- ✦ Generated over \$700,000 in closed revenue for Oracle SMB team
- ✦ Exceeded 100% of quota all 5 quarters in the BDC role

Property Management Assistant | Aug 2015- Feb 2016

TRANSWESTERN REAL ESTATE | Austin, TX

- ✦ Provided administrative and operational support to property management team, servicing 8 commercial buildings
- ✦ Prepare accounts receivable, process all payments/charges from tenants and vendors
- ✦ Prepare, track and manage all service agreements, construction contracts, vendor bids, and insurance certificates
- ✦ Create financial models using excel for corresponding real estate brokers

EDUCATIONAL BACKGROUND

Master of Business Administration (M.B.A.)/Masters of the Environment (M.S) Dual Degree – Current

UNIVERSITY OF COLORADO | Boulder, CO

Concentrations: Real Estate & Sustainable and Renewable Energy (RSE)

Bachelor of Business Administration in Management (B.B.A.) Degree – May 2015

TEXAS A&M UNIVERSITY | College Station, TX

✦ *Certificate in International Business*; 18 hours of coursework in International Business and 2 study abroad summers in Mexico and France

DEREK P. LANGE

Email: | derek@langemail.com | Phone: 720-771-9669

PROFESSIONAL SUMMARY

Energetic, self-motivated, and resourceful business professional and MBA candidate who thrives in dynamic and challenging environments. Four years of demonstrated success in financial analysis, forecasting and reporting to cross-functional partners. Excellent interpersonal and problem-solving skills with a strong focus on continuous improvement and increased productivity.

EDUCATION

University of Colorado Boulder, Leeds School of Business **May 2022**

Master of Business Administration, Concentration in Real Estate

- ARGUS and Exel Modeling workshop

University of Colorado Boulder, College of Arts and Sciences, Boulder, CO **May 2017**

Bachelor of Arts in Economics

- Business Intensive Certificate, May 2016
- Athletics: CU Rugby Team – 2015-16 Rookie Forward of the Year

EXPERIENCE

TSYS

Business/Credit Analyst

March 2019-July 2020

- Calculate and quantify risk exposure using credit policy, risk models, risk tables and assumptions, merchant business terms and conditions, and merchant financial statements.
- Produce weekly productivity report, illustrating daily analysts production from each team.
- Analyze credit information and render underwriting decision on merchant applications.
- Prepare credit analysis memos for upper management approval.
- Awarded Certificate of Appreciation recognizing high performance and dedicated service.

Hello People Ops

Research Analyst Intern - Part time

Jan 2018 – May 2018

- Assisted start-up tech company with market research, information gathering for financial pro forma, edit of investor pitch deck, and conversion of company from an LLC to a C Corp.
- Conducted and presented market research reflecting comparison of 5 online platforms.
- Provided recommendations for build out of Hello People Ops platform based on UX.
- Interacted with clients to determine needs and issues resulting in 4 lines of service.

CanCore Concepts, Denver, Co

May 2016 – Feb 2018

Business Analyst - part-time

- Assisted upper management by researching licensing requirements and state regulations.
- Analyzed licensee collaboration practices and presented new formats for data sharing resulting in implementation of Base Camp.

W3 Holding Company, Boulder, CO

Jan 2011 – May 2012

Business Associate Intern

- Supported growth strategy by researching and analyzing potential acquisitions.

Travis Leahy

<https://www.linkedin.com/in/travis-leahy-599693194/> • travis.leahy@colorado.edu • 970.618.4290

CAREER OBJECTIVE: To work in the commercial real estate or PropTech sectors where I can apply my passion for business development, sales, and networking in a growing, entrepreneurial culture.

Education

UNIVERSITY OF COLORADO

Leeds School of Business, Master's in Real Estate.

Relevant Coursework: Real Estate Underwriting, Real Estate Technology, Real Estate Economics.

Boulder, CO

May 2022

UNIVERSITY OF COLORADO

Leeds School of Business, Bachelor's in Real Estate & Finance.

Boulder, CO

May 2021

Experience

Leahy Aerial Photography

Glenwood Springs & Boulder, CO

Founder

June 2017 – Present

- Develop skills such as cold calling, email marketing as well as social media marketing to build a clientele of over 200, including developers, realtors, and property owners.
- Expand business operations to two vastly different markets in Colorado while maintaining relationships in both.
- Work with drones, traditional cameras, and VR cameras for a variety of commercial applications.
- Facilitate an understanding of the real estate industry through working across different asset types including single family homes, progress photos of new developments, retail, hospitality, and large multifamily properties.
- Provide customer service for high end clients.
- Achieved over a 75% referral rate.

The Helm App

Boulder, CO

Instagram Marketer/Head Videographer

May 2019 – August 2019

- The Helm is a startup app that is fully integrated and takes control of your fitness regimen.
- Reported directly to the co-founder as well as the app developers.
- Produced marketing and informational videos each week.
- Optimized videos for Instagram and for in app use.

Leadership & Activities

Graduate Real Estate Association (GREA) Executive Board

Boulder, CO

MSRE Liaison

August 2021 – May 2022

- The GREA is a club for MBA and master's students who share an interest in the real estate industry.
- Represent the entire Master's in Real Estate (MSRE) program.
- Coordinate member events including guest speakers, treks, and networking opportunities.

CU Real Estate Club Executive Board

Boulder, CO

VP of External Relations

August 2018 – May 2021

- The Real Estate Club provides our members with a solid foundation to express their passion for real estate with other like-minded students.
- Contacted real estate professionals across multiple industries for speaker events and treks.
- Organized the "Denver Trek" for the club to visit four companies in Downtown Denver.

Skills & Interests

Technical: Advanced in Microsoft Office, ARGUS training course, FAA Part 107 Certified, Advanced in Photoshop and Lightroom

Interests: Photography, travel, hockey, fitness

JONATHAN ZANE LENCKI

REAL ESTATE TECHNOLOGY PROFESSIONAL

CONTACT



San Francisco, CA



Jon.Lencki@gmail.com



(603) 545 - 8764

PROFILE

Creative and dynamic Marketing and Sales Professional with experience in fast-paced sales and business environments. Proven ability to garner vendor and client relationships to increase sales and performance and content optimization.

EDUCATION PROFILE

UNIVERSITY OF COLORADO

BOULDER, CO
MASTERS OF SCIENCE, REAL ESTATE
CLASS OF 2022

UNIVERSITY OF COLORADO

Boulder, CO
Bachelors, Arts & Science
English Literature, History
Class of 2018

THE DERRYFIELD SCHOOL

Manchester, NH
High School Diploma
Class of 2014

- The High Mountain Institute, CO
- Colorado 14ers Initiative
- Costa Rica Outward Bound

TECHNOLOGY

- Adobe Illustrator / Acrobat
- Advance Excel Modeling
- MS Office Suite
- Google Suite
- Salesforce
- Marketo
- Website Creation & Management

CORE QUALIFICATIONS

- Top Sales & Negotiations
- Vendor & Client Relations
- Account Management
- Presentations/Proposals
- Real Estate
- Webpage Management
- Marketing Management
- Content Analytics
- Collaboration
- Financial Modeling
- Portfolio Management
- Copywriting

WORK EXPERIENCE

MYND

OAKLAND, CA | 9/2019 - PRESENT

SALES ENABLEMENT CONTENT SPECIALIST | 6/2020 - PRESENT

- Manage creative marketing campaigns by producing and distributing local market content.
- Producing product marketing materials for all Mynd products (Acquisition, Management, Mortgage,)
- Target content to specific audiences by conducting market research or employing SEO strategies.
- Optimize content by collaborating cross-functionally with SEO agency.
- Adhere to strict deadlines, ensuring that quotas are met.

ACCOUNT EXECUTIVE | 9/2019 - 6/2020

- Find software-based management solutions for single family and multi-family real estate portfolios for 100+ investors.
- Utilized unique sales techniques to cultivate new investors and boost overall sales.
- Provided customized management solutions for unique portfolios.
- Collaborated cross-functionally with Marketing team to increase Sales opportunities.
- Maintained 100% to goal for 2019 Q3, Q4 and 2020 Q1.

THE OUTCAST AGENCY | ASSOCIATE

SAN FRANCISCO, CA | 11/2018 - 4/2019

- Provided Public Relations support for Amazon, Box, Intuit TurboTax and Expanse cybersecurity.
- Created original pitches and bylines as well as the ideation of messaging and positioning for clients.
- Initiated original social content for Outcast and TurboTax.
- Provided analytical analysis of content to direct clients content strategy.

LOTUS DIGITAL CONSULTING | ASSOCIATE COPY WRITER

COLORADO | 2018

- Handled copy writing for Lotus Digital web page and curated full length writing of client testimonies to increase media presence and stability.
- Grew client web pages and social media accounts by providing analysis of content's performance.

Jerry Loberger
Jerry.Loberger@colorado.edu • (602) 315-7710
www.linkedin.com/in/JLoberger

PROFESSIONAL SUMMARY: MSRE result oriented leader with three community leasing experience, where I leased up a brand-new garden style community and a mid-rise tax credit housing community. Excellent interpersonal and problem-solving skills with a strong focus on continuous improvement and increased productivity.

EDUCATION

UNIVERSITY OF COLORADO BOULDER, LEEDS SCHOOL OF BUSINESS

Boulder, CO

Master of Science in Real Estate

May 2022

- **Specialized Skills:** RStudio
- **Activities & Awards:** Leeds School of Business merit Scholarship
- **Relevant Courses:** Corporate Finance, Financial Accounting, Managerial Economics, Quantitative Methods in Real Estate, Real Estate Finance and Investment, Real Estate Economics

UNIVERSITY OF ARIZONA

Tucson, AZ

Bachelor of Arts in Communication

May 2021

- **Minor:** Business Administration from the Eller College of Management
- **Specialized Skills:** RStudio, Tableau
- **Activities & Awards:** Eller Make a Difference Community Outreach, Sports Marketing Association, Visitor Center Job
- **Relevant Courses:** Leadership Principles and Practices, Communication & Leadership, Communication and Conflict Management, Market Principles/Concepts/Tools, Global Financing/Economics/Strategy

PROFESSIONAL EXPERIENCE

Gorman & Company Inc.

Vertical Real Estate Company based out of Madison, WI

Leasing Specialist – Denver, CO

May 2021-Present

- Aided in leasing up a brand-new 132-unit workforce, affordable housing community by providing housing to the underserved communities in the local Denver area
- Restructured a takeover of a building ensuring files and software's are up to date
- Facilitated 91 residents in applying for Emergency Rental Assistance through the Denver Housing Authority who needed assistance paying for rent
- Operated with developers to ensure units are move in ready by inspecting the units and common areas each week

Leasing Specialist – Tucson, AZ

August 2020- May 2021

- Succeeded in leasing up a brand-new 64-unit veterans preferred affordable housing community
- Organized and reviewed all lease signing, documents, and materials to ensure a seamless process
- Inspected apartments to ensure they were move-in ready by operating with developers each week
- Prioritized real needs of the veterans by meeting them where they are at and providing support

H.A. Langer & Associates

Property Management Company based out of Chicago, IL

Leasing Specialist/Facility Operations Internship – Madison, WI

June 2020- July 2021

- Conducted operations on a 124-unit, Class A midrise asset to exceed revenue projections by maintaining occupancy
- Preserved and enhanced client amenities by ensuring clients' needs were met
- Performed add-value capital enhancements on each turnover to ensure that units are move in ready for the next tenant
- Conducted market analysis to monitor local competitors to obtain knowledge of the surrounding communities

ADDITIONAL INFORMATION

- Course competencies; Managerial Accounting, Communication, Marketing, Management Information Systems, Microsoft applications, Statistics, Strong interpersonal skills, and verbal communication skills
- **Certifications & Training:** LIHTC, Section 8, Fair Housing, Onesite Leasing Software

Cole Meleyco

Cole.Meleyco@gmail.com | (408) 828-8394 | Superior, CO 80027 | www.linkedin.com/in/meleyco

SUMMARY OF QUALIFICATIONS

Experienced and driven real estate project manager with expertise in site selection analysis, entitlement execution, and project management. Skilled in collaborating with and directing all members of development team including architects, engineers, landscape architects, contractors, lawyers, and more. Instrumental in streamlining and improving processes and reporting methods, while implementing analytical solutions. Able to thrive in competitive and entrepreneurial environments.

- Entitlement Planning
- Site Selection & Yield Studies
- Municipality Coordination
- Due Diligence & Feasibility
- Project Management
- Market Analysis
- Scope Creation & Bid Evaluation
- Strategic Planning/Analysis
- Business Development
- Presentations & Reporting
- Interpersonal Skills
- Verbal & Writing Skills

EDUCATION

Master of Science in Real Estate May 2022
Bachelor of Science in Business Administration - Operations Management August 2013
University of Colorado Boulder, LEEDS School of Business

Bachelor of Arts in Environmental Studies - Sustainable Development August 2013
University of Colorado Boulder, College of Arts and Sciences

Semester At Sea Study Abroad Program Summer and Fall 2010
University of Virginia

PROFESSIONAL EXPERIENCE

Project Manager | Trestle Strategy Group - Boulder, CO September 2014 – August 2022

- Consulted on residential, mixed-use, commercial, and hospitality development scenarios consisting over 4,000 units and 3MM square feet
- Orchestrated over 75 entitlement applications and land use approval processes of various use types and scales while developing relationships with municipal decision makers
- Conducted site selection and market analysis, due diligence, and yield studies for over 1,000 acres
- Led design charrettes for 10 development projects in collaboration with architects and engineers; managed timelines, zoning code compliance, and fee estimation delivering projects on schedule and under budget
- Analyzed and confirmed \$500MM of development impact, affordable housing, and plant investment fees
- Monitored risks of changing political landscapes; proposed opportunities to streamline project approval processes
- Created over 100 project management plans and proposals for potential projects while evaluating subconsultant and contractor bid proposals

Front Desk Agent | Vail Corporation - Beaver Creek, CO December 2013 – September 2014

- Represented management and facilitated guest experience of 250 privately owned vacation rentals
- Communicated and coordinated with HOA managers and real estate brokers daily

Real Estate Intern | Zayo Group - Boulder, CO May 2013 – September 2013

- Managed a portfolio of 100 contracts to ensure compliance with site access terms and conditions
- Uncovered over \$300,000 of monthly recurring revenue uninvoiced on company's subleased sites

Property Management and Leasing Intern | Fowler Property Management - Boulder, CO January 2011 – May 2011

- Communicated leasing terms and property characteristics with tenants while showing over 15 properties a day

ADDITIONAL INFORMATION

Real Estate 101 Certificate | Urban Land Institute (ULI) 2020 – 2037

Certified Associate in Project Management (CAPM) | Project Management Institute (PMI) 2018 – 2023

LEED Green Associate | U.S. Green Building Council (USGBC) 2014 – 2020

Partnership Forum Member | Urban Land Institute (ULI) 2014 and 2018

MICHAEL MENDOZA

Michael.Mendoza@colorado.edu • (720) 761-3700
linkedin.com/in/7Mendoza • Denver, Colorado

PROFESSIONAL SUMMARY

Results driven professional with over five years of leading, developing, and building cross-functional teams.

MBA Candidate focused on commercial real estate and entrepreneurship, with a versatile background of experience. Asset Management at Cardinal Group, Chief of Staff for graduate student government, and former Marine Corps Captain.

EDUCATION

- UNIVERSITY OF COLORADO BOULDER, LEEDS SCHOOL OF BUSINESS Boulder, CO
Master of Business Administration, Concentration in Entrepreneurship & Real Estate May 2022
- UNIVERSITY OF NORTH CAROLINA CHARLOTTE, BELK COLLEGE OF BUSINESS Charlotte, NC
Bachelor of Science in Business Administration, Concentration in International Business December 2015
- FUDAN UNIVERSITY – *Study Abroad: Chinese Culture & Business Practices* July 2014 • Shanghai, China
- ICESI UNIVERSITY – *Study Abroad: Modern Leadership* July 2013 • Cali, Colombia

PROFESSIONAL EXPERIENCE

CARDINAL GROUP INVESTMENTS January 2022 – Current
Real Estate Investments Intern Denver, Colorado

- Collaborate with asset management team on strategies to increase portfolio strength. Engage with members across Cardinal investment departments including acquisitions, asset management, capital markets, and development.
- Responsible for conducting market research to evaluate macro market trends, systemize financial performance data, draft written analysis of portfolio assets, assist with transaction management, and implement business plans.

UNITED STATES MARINE CORPS May 2016 – January 2022
Company Operations Officer, Captain August 2020 – November 2021 • Savannah, Georgia

- Led dispersed coordination efforts, with a focus on strengthening individual and unit capabilities for 184 Marines.
- Organized and facilitated training operations for a large-scale exercise in California with over 759 participants.
- Appointed to direct all operational requirements over seven-day period for 19 military units totaling 179 personnel.

Battalion Fiscal and Supply Logistics Officer, First Lieutenant May 2017 – August 2020 • Honolulu, Hawaii

- Led a team of 17 direct reports in support of battalion property accountability requirements consisting of serialized weapons, high value military equipment, warehouse inventory distributions, and safekeeping of personal effects.
- Prepared and directly managed annual budgets for unit commander, averaging \$1.8 million over four fiscal years.
- Mentored unit Marines as lead Personal Finance Advisor through seminars and individual counseling appointments.
- Awarded 'Navy and Marine Corps Achievement Medal' after top-level external audit of military assets for exceptional management of nine battalion programs centered around acquisition, accountability, and reporting.

GREEK SHIRT SWAP January 2014 – January 2016
Founder Charlotte, North Carolina

- Capitalized on a niche market opportunity by launching an online marketplace for consumers to buy, sell, trade collegiate fraternity and sorority apparel through a diverse network of university students across the United States.
- Administered over 579 sales orders each with a handwritten note, hiring one to three assistants during peak periods.
- Drove all business functions such as sales strategies, purchasing, cost reduction, customer service, and web design.

ADDITIONAL INFORMATION

- Native Spanish speaker born in Colombia, Spanish minor during undergraduate to improve technical proficiency.
- Selected as 1st place team for national intercollegiate real estate competition, 2021 Colvin Case Study Challenge.
- 'Real Estate Financial Modeling Accelerator' program enrollee by Adventures in Commercial Real Estate (A.CRE).
- Completed 'Advanced Negotiations Skills' course by Harvard Professional Development Programs summer 2021.
- Chosen as 'Commencement Speaker' for graduating class at the University of North Carolina Charlotte (UNCC).
- Recipient of the UNCC 'Distinguished Leaders' medal for efforts in organizations across campus consisting of Student Government, Office of Intercultural Outreach & Educational Experiences, and campus Greek life.

Zac Roueche

roueche.zac@gmail.com | (703) 489-1033 | Denver, CO 80216 | www.linkedin.com/in/zac-roueche

PROFESSIONAL SUMMARY

Graduate real estate student with 3.5 years' experience as a project engineer in the design/construction industry, motivated to transition into a real estate development/investments role. Working in engineering, developed strong skills in the following areas: project management, client relations, problem solving, and self-start abilities. Graduate school has provided experience with financial modeling, data analytics, real estate financial and economic principles, real estate law, and real estate case competitions.

EDUCATION

University of Colorado Boulder, Leeds School of Business

Graduating May 2022

Master of Science in Real Estate

- **Activities and Awards** – ULI Etkin Student Scholar, member of the CU Graduate Real Estate Association, Prosky Fund Scholarship recipient, NAIOP Real Estate Challenge participant (2022)
- **Specialized skills** – financial modeling, Argus, Excel, "R" statistical programming language

University of Colorado Boulder, College of Engineering

Graduated December 2017

Bachelor of Science in Architectural Engineering

- Minor in Business with Entrepreneurship specialization

PROFESSIONAL EXPERIENCE

ME Engineers | Project Engineer

February 2018 – Present

- Design electrical systems of buildings and oversee construction through building turnover. Experience with a variety of project types ranging from retail to high-rise to industrial.
- Built a record of managing projects that successfully met strict deadlines with minimal change orders (added cost to the building owner), resulting in repeat clients.
- Developed and implemented new tools to streamline engineering design processes, increasing efficiency across projects in both design and construction.
- Project highlight: Block 162 (newly built office high-rise in downtown Denver) – managed electrical engineering oversight during construction to ensure the delivered project adhered to the engineering design and specifications. Building is now open with office space being leased. Currently managing multiple tenant fit-out projects within the building.

Henderson Engineers | Electrical Design Intern

May 2017 – August 2017

- Assisted in the engineering of building systems and attended site visits to monitor construction.

Visual Interest | Sales Development Intern

May 2016 – May 2017

- Supported the sales staff with engineering calculations and product samples/demos.

Halliburton | Oil & Gas Intern

May 2015 – July 2015

- Shadowed field engineers managing hydraulic fracturing sites across Oklahoma and Texas.

ADDITIONAL INFORMATION

- Volunteer at LFS Refugee Service helping in the settlement of refugees in the Denver area.

Elizabeth R. Rowley

Elizabeth.rowley@colorado.edu

Denver, CO • (248) 275-9608

<https://www.linkedin.com/in/elizabeth-rowley-b5b9375b/>

EDUCATION

UNIVERSITY OF COLORADO BOULDER, LEEDS SCHOOL OF BUSINESS

Boulder, CO

Master of Business Administration

May 2022

- VP of Student Fellowship

MICHIGAN STATE UNIVERSITY

East Lansing, MI

Dual Degree: Bachelor of Arts Degree in German, Hospitality Business

December, 2013

- Graduated with High Honors, 3.94/4.0
- International Hospitality Management Society: Eta Sigma Delta; National German Honor Society: Delta Phi Alpha

PROFESSIONAL EXPERIENCE

EVERWEST REAL ESTATE INVESTORS

Denver, CO

Finance and Asset Management Intern

May 2021- Current

EVOLVE VACATION RENTAL

Denver, CO

14,000+ Vacation Rental Management Company

July 2020- May 2021

Part-time Guest Experience Specialist

- Maintain a 16+ hour work week while earning full-time MBA.
- Completed onboarding and training from a completely remote environment.
- Provide exceptional customer experience while answering calls, live chats, and emails.

GAYLORD ROCKIES RESORT AND CONVENTION CENTER

Aurora, CO

Marriott International Hotel, 1,501 rooms

January 2020 – August 2020

Senior Assistant Director of Finance and Accounting

- Implemented new deposit collection procedure to minimize hotel risk and ensure adequate cash flow.
- Created and implemented new deposit tracking tool with weekly reporting sent to Event Management, Group Billing and Director of Finance.
- Spearheaded project to ensure accurate group estimates by partnering with Event Management and Revenue Management teams.

ST. REGIS ALTANTA

Atlanta, GA

Marriott International Hotel, 151 rooms

August 2016-December 2019

Assistant Director of Finance and Accounting

- Assisted Director of Finance in completing the 2019 annual budget, \$34 million. Provided information on monthly and quarterly expenses. Reviewed expense and labor accounts for proper spread.
- Key leader in hotel transition from Starwood Hotels & Resorts to Marriott International systems. Converted and deployed over 10 hotel-wide accounting and non-accounting-based systems from December 2016 to December 2018.
- Volunteered to onboard operational Department Heads, Managers, and Supervisors. Creation, deployment, and execution of one-on-one and group training. Training topics included Payroll, Labor, and Purchasing Systems. Continued to support Department Heads and Managers by conducting monthly P&L reviews, which included researching all variances to Budget and critiqued or re-classed variances.
- Trained seven direct employees in Income Audit, Accounts Payable, and Accounts Receivable. Ensured all associates receive proper onboarding for accounting and brand standards.
- Spearheaded initiative to create new local Standard of Procedures for Marriott systems. Reviewed all Standard of Procedures to ensure compliance with Marriott International Audit points.

- Executed monthly closing which included monthly allocations, cost calculations, and any researched variances that required reclassifications. Submitted accurate Balance Sheet Reconciliations by deadlines.

SHERATON NEW ORLEANS
Marriott International Hotel, 1,110 rooms

New Orleans, LA
January 2015 – August 2016

Manager in Training

- Mastered all functional roles in the Accounting & Finance Department. Comprehensive rotation included Income Audit, General Cashier, Payables, and Payroll.
- Journal Entries/ Reconciliations- accurately completed journal entries during month end closing. Ensured all reconciling accounts remained current and completed by due date.
- Volunteered to be part of Six Sigma Master Billing Project which included reoptimization of process from reservations to receiving final payment, presentation to internal stakeholders, and detailed role out of new business processes
- Responsible for updating the Daily Labor Report and for leading weekly labor meeting.

Accounts Receivable Agent

April 2014 – December 2014

- Promoted to Manager in Training
- Responsible for accurate and timely collection of all third-party billing, Expedia, Booking.com, Harrah's Casino, Amtrak, United Airlines and American Airlines
- Assisted accounts receivable team with guest accounting, group master bills, credit references, and chargebacks

SKILLS AND ACHIEVEMENTS

- Proficient in German, written and spoken
- Leader of the 1st Quarter: 2017 at the St. Regis Atlanta, Leader of the Year: 2017 at the St. Regis Atlanta
- Proficient in Microsoft Excel, Access, Power Point, Word, Eptome, HSI, MyMicros, SAP, Birchstreet, R Studio, and ATLAS

Srabonti Roy

4827 Thunderbird Dr • Boulder, CO 80303

Srabonti.Roy@colorado.edu • (425)553-9695

<https://bd.linkedin.com/in/srabonti-roy-4bb986160>

PROFESSIONAL SUMMARY:

- Finance and accounting professional, looking to shift careers in the realm of real estate.
- Pursuing an MS in Real Estate from CU Boulder, graduating in Spring 2022.
- Specializing in accounting applications in real estate finance and investments, ESG and machine learning.
- Open to new full-time opportunities from now on and I will graduate in early May 2022.
- Been a Manager, Accounts & Finance at EL-NINO ENERGY SYSTEMS in Bangladesh for 5 years.

EDUCATION

UNIVERSITY OF COLORADO BOULDER, LEEDS SCHOOL OF BUSINESS Boulder, CO
Master of Science in Real Estate *August 2021-May 2022*

- **Specialized Skills:** Advance MS Excel, MS PowerPoint, RStudio, Tally (accounting software).
- **Activities & Awards:** Awarded **Merit Scholarship** and **Diversity Scholarship** by CU Boulder.
- **Relevant Courses:** Corporate Finance, Real Estate Finance, Managerial Economics, Real Estate Economics, Quantitative Methods, Financial Accounting, Real Estate Risk, Fixed Income Investing, Financial Strategy, Sustainable Real Estate, Real Estate Technology, Fixed Income Investing.
- **Research Projects:** Gender and Cultural Diversity, ESG, Female CEO and Board members, Eviction Moratorium.

North South University Dhaka, Bangladesh
Master of Business Administration in Finance *May-Aug 2019-Sep-Dec 2020*

- **Specialized Skills:** Advance MS Excel, MS PowerPoint, Tally (accounting software).
- **Activities & Awards:** Obtained **scholarship via waiver** for 6 core MBA courses.
- **Relevant Courses:** Corporate Finance, Managerial Economics, Commercial Banks, Investment Theory.

Bangalore University Bangalore, Karnataka, India
Bachelor of Business Management (Finance) *June 2013- May 2016*

- **Activities & Awards:** One of 100 students in entire country of India to receive a **full Scholarship** (2013-2016) to Bangalore University by **Indian Council for Cultural Relations (ICCR) Govt. of India**.
- **Relevant Courses:** Fundamental Accounting, Quantitative Method, Financial Accounting, Corporate Accounting, Cost Accounting, Business regulation.

PROFESSIONAL EXPERIENCE

EL-NINO ENERGY SYSTEMS Dhaka, Bangladesh
Manager Accounts & Finance *July 2016-July 2021*

- Wore multiple hats in this boutique firm: maintaining invoices, recording payments, tracking expenses.
- Supervised other staff members, communicated with customers and clients from ground up.
- Created and monitored internal auditing procedures.
- Go-to person regarding accounting related issues during import of consignments.

Project work Report/Internship:

Finance Department, Karnataka Soaps & Detergent (Govt.) Ltd, Bangalore, India *Jun 2015 -Aug 2015*

Achievement & Honors

- **Exceptional Performance Award in Academic and Co-curricular Activities** during the year 2013-2016. Department of Management (BBM) in Acharya Institute of Graduate Studies, Bangalore.
- **Represented my country** in International cultural platform (HABBA, WOSY) during the year 2013-2016.
- **National Award in Singing, Acting & Poetry & National Science & Information Technology Award.**

Alex Rugoff

Alexrugoff@gmail.com · (310)663-9939
2981 Lorraine Ct, Boulder CO 80304

SUMMARY OF QUALIFICATIONS

- Over three years of experience in real estate analysis, with an emphasis on public-private partnerships.
- Proficient in Microsoft Excel, R Studio, and ARGUS Enterprise.
- Strong writer and communicator with effective presentation skills.

EDUCATION

Master of Science in Real Estate

May 2022

University of Colorado Boulder, Leeds School of Business

- Enrolled in NAIOP 2022 Rocky Mountain Real Estate Competition.

Bachelor of Arts in Economics, Emphasis in Public Policy

August 2011-May 2015

University of Colorado Boulder

EXPERIENCE

Economic Development Specialist

Durango, CO, August 2019-August 2021

City of Durango, Community Development Department

- Successfully led formation of City's Urban Renewal Authority (URA) with strong public support.
- Received *Governor's Award* for "Partnership of the Year" for the *MidTown URA Development Plan*.
- Awarded *Rookie of the Year* by the Economic Development Council of Colorado.
- Analyzed development proformas to determine need for Tax Increment Financing (TIF).
- Published Opportunity Zone prospectus to attract commercial real estate investment to Durango.
- Distributed over \$1 million in business relief grants to support local businesses during COVID-19.
- Managed property improvement grant program that leveraged over \$2 million in private investment.
- Created "Bump-Outs for Business" program to increase commercial activity in midst of COVID-19.
- Presented development opportunities in Durango to statewide audience of developers and investors.
- Led the La Plata Economic Recovery Task Force response to the COVID-19 economic crisis.

Legislative Correspondent

Washington, DC May 2018-August 2019

United States Senator Jon Tester

- Drafted official responses to constituent inquiries on economic, housing, and banking policy.
- Represented Senator Tester in meetings with key stakeholders on fiscal and monetary policy.
- Drafted the Small Business Regulatory Relief Act (S. 1409) for introduction.
- Prepared Senator Tester for the Senate Banking, Housing, and Urban Affairs Committee hearings.
- Coordinated with in-state staff on grants and casework for constituents.

Executive Assistant

Washington, DC, April 2016-May 2018

United States Senator Jon Tester

- Staffed and briefed Senator Tester for meetings, events, and votes.
- Coordinated with staff and external partners to manage Senator Tester's daily schedule.
- Drafted Senator Tester's personal correspondence to constituents and colleagues.

Heather A. Simms

720-841-1661 | heather.simms@me.com | LinkedIn: heathersimms-iioc

Professional Summary

A resourceful financial analyst with 15+ years experience, I am equipped with a distinct and multifaceted fusion of entrepreneurialism, leadership, creativity, collaboration and customer service. Aspiring to strategically evaluate, underwrite and manage future acquisitions and development opportunities, for a thoughtful yet ambitious, people-focused firm.

Education

University of Colorado, Boulder: Master of Science, Real Estate

May 2022

- *Relevant Courses & Training:* ARGUS / Advanced Excel / Case Reviews / Sustainability / PropTech
- *Memberships:* ULI / NAIOP / ICSC

Arizona State University: Bachelor of Science, Finance

July 1998

Professional Experience

Inviting Interiors of Colorado, LLC

Erie, CO

Owner / Analyst / Stager

Mar 2010 - Jul 2021

- Serviced multiple Fortune 500 companies and their customer-facing employees during Covid-19, by creating 'Home Office Design for the Virtual World' presentations and staging consultations
- Provided single & multifamily property investment analysis for select investor groups, assessing historic and forecasted NOI and cap rates, with multiple value-add and debt scenarios
- Identified and cultivated income-producing relationships with repeat Realtors & Builders
- Initiated and executed all financial reporting, budgeting and forecasting, as well as the operational and legal aspects of a profitable, sales tax collecting small business

Boulder Creek Neighborhoods

Louisville, CO

Marketing Manager

Jul 2019 – April 2020

- Created and managed sales funnel conversion tactics; awareness, engagement, nurturing and closing
- Established and analyzed multi-product line prospect and buyer journey mapping and tactic recommendations, as well as implemented POEM model for marketing collateral
- Designed and managed ROMI of varied digital agency-executed ad campaigns

Design Coordinator

Feb 2018 – Jun 2019

- Managed multiple model home conceptualizations, from budget, finish selections, vendor bidding, construction and installation coordination, to public launch.
- Consulted with and managed new home buyers through the design selection process which included: expectation-setting, in-person appointments, trade partner coordination, creation of technical electrical and plumbing drawings, as well as completion of certain legal documents.

Colorado Therapy Associates, LLC

Thornton, CO

Co-Owner / Director of Finance

Jun 2005 – Mar 2014

- Responsible for Operations & Financials of multi-therapist, in-home clinic servicing 60+ weekly clients
- Ensured State of Colorado Medicaid compliance for business, employees and contractors
- Implemented a streamlined, KPI-specific online medical e-billing and e-records process

Wild Oats Markets, Inc.

Boulder, CO

Financial Analyst

Sep 2000 – Nov 2004

- Managed annual creation, finalization and presentation of operating budgets for 100+ retail stores
- Streamlined existing ROI analysis process for retail store remodels
- Performed profitability analysis and customized trend analysis

MAX SIMPSON

Denver, CO

maxwell.simpson@colorado.edu • (703) 303-5791

EDUCATION

UNIVERSITY OF COLORADO BOULDER, LEEDS SCHOOL OF BUSINESS

Boulder, CO

Master of Science in Real Estate

May 2022

- Prosky Scholarship Award recipient
- Leeds Merit Scholarship Award recipient

UNIVERSITY OF COLORADO BOULDER, SCHOOL OF ENVIRONMENTAL DESIGN

Bachelor of Environmental Design: Architecture

August 2021

- Chancellor's Achievement Scholarship recipient
- Completed Business Minor in Real Estate

PROFESSIONAL EXPERIENCE

SIMPSON REAL ESTATE SERVICES

Alexandria, Virginia

Project Manager

Summer 2020

- Directed architects and contractors to complete a renovation project for a residential property in Virginia during the Covid-19 Pandemic.
- The project consisted of the demolition of existing patio and exterior space, construction of a new deck and roof assembly with independent concrete pile foundation and waterproofing of the existing home.

Assistant Property Manager

Summer 2018 and 2019

- Aided property managers and building engineers with daily property management, including tenant improvements.
- Coordinated with architects to update tenant floor plans across 25 commercial properties.
- Facilitated an on-going marketing campaign through the company website.
- Arranged tenant appreciation day for the company's office tenants.

Intern

Summer 2017

- Worked closely with licensed property managers, accountants, real estate brokers, and leasing and marketing specialists in the greater Washington D.C. area.
- Reviewed commercial lease agreements, property balance sheets, and construction project timelines.

AMAZON

Denver, CO

Amazon Flex Delivery Driver

May 2021 – May 2022

- Delivered over 1,000 Amazon, PrimeNow, and Whole Foods packages to customers located across six counties in the Denver metro area.

LEADERSHIP & VOLUNTEER EXPERIENCE

PHI KAPPA PSI FRATERNITY

Boulder, CO

Chairman of Health and Wellness Committee

August 2018 – August 2019

- Educated others and raised awareness for topics such as mental health, addiction, nutrition, exercise, and overall health.
- Coordinated a fundraising campaign with Movember for men's health.

SO OTHERS MIGHT EAT

Washington, D.C.

Volunteer

Summer 2015 – Summer 2016

- Volunteered in the kitchen and dining room preparing meals for the homeless population of Washington, D.C.
- Helped collect and organize clothing donations.

ADDITIONAL INFORMATION

- Completed Argus Enterprise software training course (Kahr Real Estate Services, 2021)
- Completed Excel for Real Estate Analysis course (Kahr Real Estate Services, 2021)
- Experience with building information modeling software, including Rhino, Sketchup, and Revit.
- Proficient in Adobe Suite programs, including Photoshop, InDesign, Illustrator.

Ryan Wafer

15422 E Prentice Ln, Centennial, CO 80015

ryan.wafer@colorado.edu • (720) 288-4705

[LinkedIn Profile](#)

CAREER OBJECTIVE: Results-oriented graduate student aiming to leverage my writing, sales knowledge, and financial analysis skills to land a full-time position in the commercial real estate industry. My ability to think critically and work effectively with others will have an immediate impact on any organization.

EDUCATION

UNIVERSITY OF COLORADO BOULDER, LEEDS SCHOOL OF BUSINESS Boulder, CO

Master of Science in Real Estate *May 2022*

- **Specialized Skills:** Advanced excel modeling, forecasting, and evaluation knowledge. Experience gathering raw data and extrapolating it into meaningful output. Cognizant of regulations governing land use and techniques used for financing new construction.
- **Relevant Courses:** Corporate & Real Estate Finance, Investments & Risk, Quantitative Methods, Land Use Law, Sustainable Development, Accounting, and Economics

UNIVERSITY OF COLORADO BOULDER May 2021

Bachelor of Science in Strategic Advertising *GPA: 3.6*

- Minor in Business with an emphasis in Real Estate and Financial Analytics
- Studied abroad in Florence, Italy

PROFESSIONAL EXPERIENCE

RYAN WAFER LLC

Denver, CO

Owner

May 2020 - Present

- Provided clients with top quality drone aerial tours to advertise commercial properties
- Accelerated sales process by widely distributing virtual tours with property details and contact information, all in an attractive medium
- Added value to others by recognizing new opportunities in an ever-changing environment

NEWMARK

Denver, CO

Brokerage Intern

Part time 2019, 2020, and 2021

- Assisted a top-producing team of industrial real estate brokers with various tasks that are vital to their success and influence in the industry
- Conducted commercial research and maintained and grew prospecting databases
- Actively participated in property tours, evaluated client's needs, and strengthened interpersonal skills

EVALUATOR GROUP

Boulder, CO

Marketing Intern

July 2019 – January 2020

- Grew a limited social media presence into a comprehensive experience, engaging IT storage decision-makers and vendors across a variety of platforms
- Composed weekly newsletters, updated website, and maintained communication among senior positions
- Gained recognition by sharing data findings to the public

ADDITIONAL SKILLS AND INTERESTS

- Proficient in Excel, PowerPoint, Adobe, RStudio, Costar, and Argus
- Avid skier, golfer, and outdoors enthusiast
- Highly motivated and eager to learn new skills
- Interested in Commercial Property Development, Investment, and Brokerage

MIN WANG

152 Fairchild Pl, Highlands Ranch, CO
Min.Wang@colorado.edu • (980) 267-5689

PROFESSIONAL SUMMARY: MBA Candidate at the Leeds School of Business focusing on Real Estate and Finance. Real Estate Development and Finance Analyst intern at Southwestern Property Corp. Masters in Linguistics with 8 years' experience teaching Chinese to non-native speakers, with broad exposure to international business. Passionate about numbers with strong analytical skills and attention to details, and strong ability to build out excel models for activities including forecasting, projects valuation, writeups and presentations.

EDUCATION

UNIVERSITY OF COLORADO BOULDER, LEEDS SCHOOL OF BUSINESS

Boulder, CO

Master of Business Administration, Concentrations in Entrepreneurship and Finance

August 2020

- **Specialized Skills:** MS Office Suite; Pillars of Wall Street, Argus & Excel Modeling
- **Activities:** MBA Finance Club; Women in Finance; Real Estate Association; Data Analytics Club; Supply Chain Club
- **Relevant Courses:** Managerial Economics; Financial Accounting; Corporate Finance & Applied Financial Management; Real Estate Principles. Excel-based classes with case studies including residential and commercial Real Estate valuation, analysis and presentation

SICHUAN UNIVERSITY

Chengdu, China

Master of Applied Linguistics

September 2009-July 2012

- **Specialized Skills:** Interpreted for foreign guest speakers; events planning and coordinated International Student Summer Program; taught Business Chinese and coordinated visits by international students with local businesses; was TA and active member/presenter in monthly local business LinkedIn Panel discussions with management teams at private and public firms
- **Leadership:** Vice President of Publicity Department, Student Council
- Overall GPA of A with full scholarship

SICHUAN COLLEGE OF EDUCATION

Chengdu, China

English Education

September 2004 -June 2008

- **Leadership:** Class president, English Corner initiator and English club vice president
- Overall GPA: 92 on scale of 100

PROFESSIONAL EXPERIENCE

SOUTHWESTERN PROPERTY CORP.

Denver, CO

Real Estate Development and Finance Intern

June 2021- Present

- Perform market research on rents, rehabilitation construction pricing, commissions, comparable properties, and general market
- Perform financial analysis through building financial pro forma; underwriting, data entry, and sensitivity analysis for potential value add investment in target markets; examine and compare potential debt and equity structures to maximize returns
- Develop and bring in more investors especially Chinese and Chilean investors; present the projects and progress to investors
- Utilize CoStar, Radius and other resources to identify and target potential off-market deals that fit the investment platform

CABARRUS COUNTY SCHOOL DISTRICT.

Cabarrus County, NC

Chinese Immersion Program Head Teacher

August 2015-June 2018

- Designed Chinese curriculum for Math, Science and Social Studies in accordance with national curriculum objectives and the principles of Cooperative Learning Structures; organized parent-led panel discussions about global business and culture experience
- Organized cultural events and contests involving local Chinese community and UNCC for students to participate, interact and present their extraordinary language skills and creative work
- Summer Program coordinator and evaluator for the Fulbright-Hays Group Project of Johnson C. Smith University, took students to travel to China for intensive learning, supervised the program, managed expenses, and completed program reports, analysis, and suggestions

DEPARTMENT OF EXTERNAL EXCHANGE AND COOPERATION, SICHUAN VOCATIONAL COLLEGE Chengdu, China

Program Coordinator

August 2013-June 2015

- Coordinated with other institutes and universities for theoretical research, cultural events and exchange programs frequently
- Expanded external exchange and cooperation with enterprises, and assisted foreign founders to start their businesses in China

CAVE CREEK UNITIED SCHOOL DISTRICT.

Cave Creek, AZ

Chinese Experience Program Teacher

August 2011-June 2013

- Started Chinese experience program; worked with ASU, Chinese community, and Chamber of Commerce to hold cultural and economic events and webinars monthly, 50 to 200 participants from students to international businesspeople.

ADDITIONAL INFORMATION

- Excellent Microsoft Office skills; proficient in R programming and RStudio
- Bilingual; excellent interpersonal skills; adaptive and fast learner; Help Us Grow Award by Cave Creek School District