



SPRING 2024

SENIOR

RESUME BOOK



PAMPLIN COLLEGE OF BUSINESS
BLACKWOOD DEPARTMENT
OF REAL ESTATE
VIRGINIA TECH.

College Address:
427 Lee St, Apt. A
Blacksburg, VA 24060

Hayden W. Birchfield

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Permanent Address:
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EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minor: Property Management
Minor: Residential Environments
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA

SKILLS **Software:** **Other:**
Excel ESRI Certified Apartment Leasing Professional –
Studio Designer CoStar Provisional Certificate, NAA. November 2022

EXPERIENCE **Interior Design Intern**, Crosby Designs LLC, Alexandria, VA. Summer 2023

- Created detailed and visually appealing lighting, paint, and furniture schedules for residential projects using Excel.
- Applied creativity and attention to detail by creating two client presentations on Microsoft PowerPoint.
- Input items into Studio Designer and organized existing pages to be more informative to both the design team and to clients.
- Managed purchase orders and communication with vendors.

Realtor's Assistant, Liz Lord (ARLVA Homes), Arlington, VA. Summer 2022

- Installed for sale signs and lockboxes at listings and ensured that the properties were maintained and visually appealing.
- Made frequent deliveries to clients and colleagues in a timely and professional manner.
- Upheld a stellar reputation for customer service and professionalism of a top producing agent.

Tennis Instructor, TopNotch Tennis, McLean, VA. Summer 2020

- Designed and led group tennis lessons, focusing on improving skill and confidence levels of students ranging in age and ability.
- Demonstrated strong leadership and personability skills which led to expansion into private instruction.
- Adapted lesson plans based on feedback and evaluation of group and individual improvement.

ACTIVITIES **Delta Lambda Phi Fraternity**, Founding Member and Housing Chair, Virginia Tech. February 2022-present

- Conduct apartment searches and present results to secure ideal housing for fraternity members
- Helped establish the Virginia Tech chapter of the fraternity by recruiting new members and planning events, with over 200% growth since 2022.

Real Estate Study Abroad: Croatia & Montenegro, Virginia Tech. May 2023

- Met with several companies to discuss real estate development, property management, zoning, and sales in an international market.

Real Estate Club, Virginia Tech, 2021-present

INTERESTS Commercial & Residential Real Estate Development/Investment, Property Management, Commercial & Residential Interior Design

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NIOVE CAPETANAKIS

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Permanent Address:
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EDUCATION **B.S. Residential Development & Investment (Real Estate)**

Expected Graduation: May 2024

Minors: Property Management, Event & Experience Management

Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA

GPA: 3.0/4.0

SKILLS

Software:

Canva Microsoft Office Suite
Yardi CoStar

EXPERIENCE

Marketing Intern, Rose Associates, New York, NY. July 2023 - Present

- Responsible for designing, implementing, and overseeing all marketing materials and initiatives of new development projects valuing in over \$1 billion in the metropolitan area.
- Conducts weekly marketing audits to assess and verify proper systems, effective marketing outreach, accurate information, and strategy development for all new developments.
- Manages all social media accounts, develops media guides and schedules, analyzes engagement data, and implements content strategy for new luxury lease-ups.
- Creates and presents all corporate marketing materials including company promotional materials, newsletters, media posts, and company-wide meeting presentations.

Sales & Marketing Intern, Bozzuto, New York, NY. May 2022 – August 2022

- Hands-on management of operations and maintenance to increase market value of over 500 apartment homes.
- Designed and implemented marketing initiatives for existing and potential residents through use of social media, resident events, and active strengthening of customer-client relationships.
- Investigated and resolved all tenant concerns to achieve a high level of customer satisfaction by monitoring and ensuring compliance with all rules of occupancy, and company standards.
- Assisted in resident occupancy upkeep by generating leases, managing rent collections and payments, leading property tours, and maintaining all resident and financial files and documents using Yardi Voyager software.

Salesperson, MetroPolitan Property Group, New York, NY. May 2021 – August 2021

- Marketed properties by collecting leads, curating advertisements on realty media platforms, staging apartments for photos, and pitches listings through in-person and virtual property tours.
- Interviewed clients to determine property needs and wants, and researched listings to generate properties that best met their requirements.
- Contacted prospective and existing clients to set up appointments, submit required paperwork, and answer all questions and concerns throughout the search and leasing process.
- Completed necessary coursework and training to test for my New York State Real Estate Salesperson License.

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Jared Cole

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Ashburn, VA 20147

EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minor: Property Management
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.0-3.5 / Earning and financing 50% of college education and expenses.

SKILLS

Software:		Other Skills:	
Excel	ESRI	Patient	Listens Well
Yardi	CoStar	Team	Coachable
Sketchup	CRM	Oriented	
	Canva	Fast Learner	

EXPERIENCE

**Founder of ColeWorld Home Care
Home Service Business (Self-employed) | 5/22 – Present**

- Provided power washing, window cleaning, landscaping services to residential properties (65 Jobs completed) (20k+ in sales)
- Negotiated quotes and deals with customers.
- Created ads, fliers, and social media accounts for business marketing.
- Achieved knowledge of professional grade equipment Self-employed

**Intern at Dweck Properties
Property Management | 5/23 - 8/23**

- Provided prospect with the full leasing cycle. Gave apartment tours, created leases, communicated with tenants.
- Gained full knowledge of CRM and Yardi software.
- Performed maintenance with the maintenance staff (Pipe Clogs, AC repairs, Window replacement, electrical work)
- Worked with asset management to discuss rent changes and budget allocation.
- Obtained a full crash course on real estate marketing from the corporate marketing team (demand generation, Lead conversion, demographic analysis)

**Intern for McEneaney Associates
Reiman Group Realtors | 5/22-9/22**

- Professionally Staged Residential Properties Top to Bottom
- Guided buyers during open houses/showings Completed online/physical marketing for listings Created listing/staging catalogs for buyers.

**Division 1 Athlete (Football)
UMass Amherst | 1/20-2/21**

- Competed as a D1 Athlete, while being a full-time student
- Included 6 Practices a week, weight training, film study, media interaction/training, memorizing an 80-page playbook.
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**Entry Level Real Estate Analyst
Cole Construction LLC | 2/19 - 8/19**

- Partaking in inventory exchanges from distributor, social media marketing, website, and graphic design. Researching potential investments, conducting market studies based on demographic, generating financial models of investment on excel. Comparing price points for future residential investments

ACTIVITIES

- Virginia Tech Lacrosse player (Captain) 3 Years
- Micah's Backpack Food Service
- Volunteer Member of Best buddies (Special Needs awareness)

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EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minors: Property Management and Residential Environments

Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA

SKILLS

Hard Skills:	Soft Skills:
Excel ESRI	Leadership Problem Solving
Yardi CoStar	Communication Adaptability

EXPERIENCE **Intramural Sports Supervisor**, Recreational Sports, Virginia Tech. 2023-Present

- Manage 50+ student employees per day by facilitating tasks, managing payroll, and providing constructive feedback
- Assist with the coordination, design, and delivery of trainings for a intramural program staff of 200+ student employees
- Coordinate 13+ team sport activities for a comprehensive intramural sports program serving 8,400+ participants annually
- Address, diffuse, resolve, and communicate on-site incidents such as ejections, protests, and eligibility issues
- Utilize Red Cross CPR/AED for Professional Rescuers certification and risk management training to respond to injured patrons and complete documentation

Real Estate and Property Management Intern, Neil Conner of The Real Estate Group, Salem, VA, Summer 2023

- Create market analyses for clients to help them have a better understanding of how much their home is worth
- Process rent payments and invoices for 31 units on excel
- Perform maintenance on rental properties or houses that will soon be on the market

Assistant Manager, Stonegate Swim Club, Salem, VA. May 2022 – August 2023

- Trained and supervised 23 lifeguards
- Oversaw daily opening and closing procedures by assigning tasks, managing payroll, and handling bank deposits
- Provided customer service to problems that arose over the phone and in person
- Managed pool and facility maintenance by cleaning the pool and making sure chemicals and pump were in working order

ACTIVITIES Club Basketball Team, Virginia Tech, 2023-Present

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Rachel M. Connolly

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EDUCATION **B.S. Real Estate and Entrepreneurship, Innovation, and Technology Management**, Expected graduation: May 2024
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.8/4.0
Earning and financing 50% of college education and expenses

SKILLS

Software:	Other Skills:		
Excel	ESRI	AXIO	IMPAK
RealPage	CoStar	Tableau	PowerPoint

EXPERIENCE **Investment Analyst Intern**, Greystar, Charleston, SC. June 2023 – August 2023

- Conducted a deal screen and underwriting of a potential acquisition for \$2B value-add fund and presented to upper management.
- Assisted Southeast Acquisitions team with 10+ underwritings of 200+unit multifamily assets.
- Performed sales and rent comps, and sensitivity analyses on price, exit cap, DSCR, net return cash-on-cash, and IRR.
- Created PowerPoint decks for Asset Management team presenting unrenovated and renovated assets.

REMS Intern, Colliers, Washington, DC. (Remote). June 2022 – August 2022

- Summer Internship supporting Real Estate Management Services team that manages two billion square feet globally.
- Assisted ESG team with managing data and obtaining tenant COIs for 65+ properties; communicated with 20+ property managers daily.
- Operated on IMPAK for property notebook data entry, uploading COIS and service contracts.
- Collaborated with Property Management team in DC market, prepared service contracts for Northern California and DC markets.

Hostess, Prospector's Steakhouse & Saloon, Marlton, NJ. Summers 2021 & 2022

- Welcomed, seated guests, and handled customer conflicts while monitoring restaurant activity to control the seating chart.
- Closed out 10+ servers' credit card payment checks per night, handled change for servers and guests.
- Helped managers, bus boys and the kitchen with cleanup duties.

ACTIVITIES

Teaching Assistant, Blackwood Department of Real Estate, Virginia Tech, 2023-present

- Course: Financing Real Estate Projects

Peer Mentor, Blackwood Department of Real Estate, Virginia Tech, 2022-present

Delta Sigma Pi Professional Fraternity, Virginia Tech, 2021-present

- Vice President of Scholarship and Awards, May 2022 – December 2022
- Vice President of Public Relations, November 2021 – May 2022

Delta Delta Delta Sorority, Virginia Tech, 2021-present

Peer Mentor, Pamplin Undergraduate Mentor Program, Virginia Tech, 2021-2022

HONORS R.B. Pamplin Scholarship, Virginia Tech, 2020-2024

INTERESTS Health & Fitness, Dancing, Watching Sports, Cooking, Photography

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EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minor: Property Management
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.07/4.0
Earning and financing 50% of college education and expenses

SKILLS **Software:** **Other Skills:**
Excel CoStar Military Leadership (ROTC)
ESRI

EXPERIENCE **Operations Specialist**, Squires, Blacksburg, VA. Fall 2022 – present

- Work 15 hours per week to help fund college education.
- Served as customer service representative at the information desk.
- Helped to coordinate event set ups and breakdowns.

Bath & Body Works, Seasonal Sales Associate, Tysons, VA. Summers 2022 & Winter 2023

- Main sales associate.
- First point of contact with customers when they enter the store.
- Cash handling and cashier duties.

Leadership Team, Class Advancement, Blacksburg, VA. October 2021 – Present

- Part of Ring Design Committee and Senior Class Gift Committee.
- Administered class ring design, decisions, and advertising.
- Project management with Balfour Creative and Superside.

ACTIVITIES Black Cadet Organization, Vice President 2022-Present
Black Student Alliance, Member, Virginia Tech, 2022-Present
VT Women's Rugby, 2021-2022
Virginia Tech Corps of Cadets, 2020-Present
Army ROTC, Virginia Tech, 2020-Present
Virginia Army National Guard, 2020-2022

INTERESTS Weightlifting, Boxing

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EDUCATION **B.S. Real Estate and Finance**, Expected graduation: May 2024
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
Overall GPA: 3.2/4.0 In Major GPA: 3.4/4.0

SKILLS **Software:**
Excel ESRI WebGIS
Python CoStar

EXPERIENCE **Colliers International**, Richmond, VA. June 2022 – present

- Working alongside brokers, property managers, contractors, and service center agents to assist in operations.
- Helping to analyze budgets, evaluate proposals, create service contracts, and support and engage in client relations.
- Summarizing data for supervisor to optimize acquisition strategies and determine competitive market prices.
- Performing “in-house” appraisal functions such as obtaining comparable sales data along with cost and income figures.
- Assembling reports for appraisals using Multiple Listing Service to compare properties with similar local properties.
- Participating in market analyses and researching public records as well as market statistics.

The Country Club of Virginia, Richmond, VA. May 2022 – August 2022

- Established positive relationships with members and guests and maintained the condition of the golf facilities and tools.
- Abided by all operational policies and procedures to ensure the safekeeping of assets, inventory, and resources.

Wood and Iron Restaurant & Bar, Richmond, VA. April 2018 – January 2022

- Established relationships with customers, greeted and welcomed parties, and helped guide and assist customers.
- Ensured customer satisfaction, resolved customer complaints, handled employee matters, and assisted staff as needed.

ACTIVITIES Real Estate Club, Virginia Tech – Member, 02/2021 – Present
Center Club, Virginia Tech – Member, 10/2020 – Present
The McCarty Memorial Tennis Tournament – Volunteer, 06/2018 - Present

INTERESTS Real Estate Development
Real Estate Investments
Real Estate Brokerage
Real Estate Analyst
Asset Management

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EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minor: Organizational Leadership
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.1/4.0

SKILLS **Software:**
Excel ESRI
ArcGIS CoStar
Matterport MLS

EXPERIENCE **Delivery Driver**, Domino's Pizza, Princeton, NJ. June 2023 – Aug 2023

- Worked with a team of six crew members to prepare and deliver food items to designated locations on time.

Team Member, Virginia Tech Dining Services, Blacksburg, VA. Sep 2022 – Apr 2023

- Worked with a team of 20 to prepare and serve food items to satisfy in-person and online customer orders.
- Adhered to Virginia Department of Health Regulations to ensure that safety protocols – including proper food temperature and storage requirements – are strictly followed.
- Monitored stock of ingredients and communicate impending shortages to ensure that the kitchen is equipped to meet customer needs.

Summer Intern, Benson & Mangold Real Estate, Easton, MD. May 2022 – Aug 2022

- Shadowed agents of the largest real estate firm on Maryland's Eastern Shore to learn how to prioritize listings; prepare layout photos of properties; determine appropriate strategic marketing channels; and plan property showings.
- Used Matterport technology to create a three-dimensional interior touring model for use by agents.
- Compiled financial histories of properties to assist with market trend analysis of existing inventory.

Team Member, McAlister's Deli, Blacksburg, VA. Feb 2022 – May 2022

- Communicated customer orders to front-line staff and handled financial transactions.
- Developed a friendly and easy rapport with customers to enhance their store experience.
- Managed customer traffic to ensure efficiency of service operations.

Food Runner, Coastal Business Group, Easton/Oxford, MD. Summer 2020-
Summer 2021

- Collaborate effectively with cooks and servers to ensure smooth operation of two separate restaurants – Capsize and Washington Street Pub.
- Provided timely, accurate food delivery to individuals, small groups, and large parties.
- Multi-tasked efficiently within a fast-paced environment.

INTERESTS

Commercial real estate, market analysis, stock market, leadership development, entrepreneurship, all types of sport, fitness, and nutrition

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Maya Fawzi
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Clifton, VA 20124

EDUCATION	B.S. Finance , Expected graduation: May 2024 B.S. Real Estate For Commercial Properties Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA GPA: 3.33/4.0
SKILLS	Software: Excel ESRI Yardi CoStar
EXPERIENCE	Intern , Gates Hudson, Fairfax, VA. Summer 2023 <ul style="list-style-type: none">Prepared monthly financial reports and statements used to determine apartment profit/loss performance across senior managersWorked on monthly reports, bill backs, journal entries, audits and sales reports utilizing Microsoft Products and YARDI softwareCreated lease abstracts, managed tenant rent rolls, preformed various managerial accounting tasksConducted property tours, leased available apartments, and processed renewal leases. Shadowing Experience , RE/MAX, Gainesville, VA. Summer 2022 <ul style="list-style-type: none">Worked with and shadowed a realtor and stager to observe the inner workings of managing real estate listingsAnalyzed properties to help realtor determine competitive market prices, using the MLS system to find comparable listing and sales.Observed multiple marketing activities and techniques, keeping track of which strategies lead to increased interest in propertiesAssisted in promoting property listings through various social media platforms Tanning Consultant , Palm Beach Tan, Fairfax, VA. Summers 2021, 2022 <ul style="list-style-type: none">Led marketing efforts to promote sales of Palm Beach Tan memberships and products, while tracking inventory to maintain adequate stock on-handAssisted with the “Customer Experience”, addressing questions and concerns through in person conversations and other various forms of communicationDeveloped and maintained positive customer relationships through friendly greetings and excellent serviceInformed up to 150 clients, daily of safe company practices and maintained high sanitary standards on a consistent basis
ACTIVITIES	Collegiate Women in Business 2022-Present Kappa Delta Sorority 2021-Present External Philanthropy Chair <ul style="list-style-type: none">Facilitates communication with speakers from other chapter and community leaders on campusMaintains relationships with philanthropic organizations to encourage current and future donationsOrganizes philanthropic events for over 200 individuals to raise over \$7,000
HONORS	Dean’s List Honoree–Fall 2021, Spring 2022, Fall 2022
INTERESTS	Community Involvement, Reading, and Sports

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John Gallagher

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- EDUCATION** **B.S. Real Estate**, Expected graduation: May 2024
Minor: Finance
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.5/4.0
- SKILLS** **Software:**
Excel ESRI
CoStar Word
- EXPERIENCE** **Park Services**, Six Flags Great Adventure, Jackson, NJ. Summer 2022
- Worked 40 hours per week to help fund a college education.
 - Responsible for a designated section of the park to ensure that it maintained productivity, safety, and cleanliness standards.
 - Worked with Park Services team members to ensure all guests were treated in a courteous manner to guarantee their safety and happiness.
- Independent Contractor**, DoorDash Inc., Princeton, NJ. May 2020 – 2023
- Expedited delivery orders to ensure they were executed timely, efficiently, and consistently with exceptional customer service standards.
 - Maintained financial records to ensure income and expenses accurately reflected my business operations and profitability.
 - Created and maintained my business schedule to maximize revenues.
- Delivery Driver**, Massimo's, Hamilton, NJ. May 2018 – May 2020,
- Received and processed orders via telephone while providing excellent customer service and resolving issues to uphold the company's reputation.
 - Consistently executed prompt and error-free deliveries, adhering to strict schedules, and ensuring the safe transportation of goods.
 - Utilized GPS and local expertise to optimize delivery routes, minimizing costs and improving efficiency.
- ACTIVITIES** Eastdil Secured's Virtual Real Estate Training Program, July 2023
Real Estate Development Study Abroad Trip, Virginia Tech, May 2023
Real Estate Club, Virginia Tech, 2020-present
Project Appalachia Mission Trip, Hamilton, NJ, Summers 2017 & 2018
- HONORS** Charles Neviasser Scholarship, Virginia Tech
VT Scholars Award, Virginia Tech
Dean's List, Virginia Tech, Fall 2020, Spring 2021, Spring 2022
- INTERESTS** Commercial real estate, real estate development, investing, travel, finance

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Minor: Property Management
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
Pamplin College of Business

SKILLS

Software:		Other Skills:	
Excel	ESRI	Problem Solving	Punctual
CoStar			Collaboration

EXPERIENCE

Delivery Driver, Grubhub, Fairfax, VA Summer 2020 – present.

- Work 14 hours per week to help fund college living expenses.
- Expedited food to ensure product quality and timely delivery.
- Budgeted gasoline finances to maximize profit.

Baseball Instructor, Self-Employed, Great Falls, VA Summers 2019 – 2023.

- Established a client base to provide private lessons to youth players.
- Created a schedule to instruct 10-15 kids weekly in the Summers.
- Supervised a 5-7 year-old camp group to coach and be a guardian.

Financial Advisor, Sew Chellie, Great Falls, VA. May 2020 – present.

- Create Excel sheets to track expenses and profits.
- Generate revenue from advertisements/social media
- Advise smart purchases for the business.

ACTIVITIES

Virginia Tech Club Baseball, Social Chair, Fall 2022-2023
Virginia Tech Club Baseball, Game Coordinator, Fall 2023-present
Virginia Tech Club Baseball, Player, Fall 2021-present
Special Olympics Basketball, Helper, 2017-2019

HONORS

Presidential Scholar, NVCC, Spring 2020-Spring 2021
Dean's List, Virginia Tech, Fall 2021
1st Team All-Conference, Club Baseball 2022
1st Team All-Region, Club Baseball, 2022
1st Team All-Conference, Club Baseball, 2023
3rd Team All Region, Club Baseball 2023

INTERESTS Hiking, Fishing, Music, Any competitive sport

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OBJECTIVE Seeking a full-time position in the real estate or property management industry with a long-term goal of owning my own property management company.

EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Double-Major: Property Management
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.48/4.0

SKILLS

Software:	Other Skills:
Excel	Market
KnockCRM	ESRI
RealPage	CoStar
	OneSite
	Analysis
	Licensed Virginia Real Estate Salesperson

EXPERIENCE **Property Management Intern**, Legend Management Group, McLean, VA.
June 2023 - August 2023

- First-hand experience leasing luxury multifamily housing including prospect tours and assisting residents.
- Experienced leasing in a mid-rise property during its lease-up phase, as well as a stabilized garden-style community.
- Gained marketing, maintenance, technological, and corporate-style management skills through interactive modules.

Teaching Assistant, Blackwood Department of Real Estate, Blacksburg, VA.
August 2023 - Present

- Providing grading assistance and student outreach for Dr. Jeffrey Robert and Dr. Xue Xiao.
- Gaining experience in analyzing submissions through the point of view of a manager or higher-level official.

Server/Line Cook, Al's Burger Shack, Chapel Hill, NC.
Sept. 2018 – January 2023

- Provided excellent customer service while handling the pressure of a thriving restaurant in a busy college town.
- Always one of the first people Al Bowers (former owner) called upon to help him with tasks in the restaurant.

ACTIVITIES Virginia Tech Association of Property Management, Secretary, 2023 - Present
Carrboro High School, Soccer Team Captain, 2018
TABLE Food Bank, Food Sorter/Collector, 2016 - 2019

HONORS Dean's List:
Spring 2021, 2022, 2023
Fall 2022, 2023

INTERESTS Market Analysis, Property Management, Real Estate Development, Excel, Due Diligence, Market Research

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Josh Gressett

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EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minors: Business, Professional Sales
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.2/4.0

SKILLS

Software:		Other Skills:	
Excel	ESRI	Cold Calling	Door Knocking
Yardi CRM	CoStar	GIS	Self-starter
Revit	Bluebeam		

EXPERIENCE **Property Management Intern**, The NRP Group, Tysons, VA. Summer 2023

- Instantly produced results in my first-ever sales position. Earned title of “leasing rockstar” by producing \$750,000 of revenue in less than 10 weeks.
- Collaborated in a close-knit team to solve problems, serve clients, and overcome objections.
- Grew immensely in my relational skills and intelligence.

Founding Treasurer, Beta Upsilon Chi Social Fraternity, Virginia Tech. August 2022 – December 2023

- Built a financially healthy chapter of 55 members from the ground up.
- Budgeted and stewarded over \$60,000, ensuring discipline, integrity, and efficiency.
- Carefully built culture, cast vision with my officer core, and delegated authority to chair positions.

Construction Intern, Cava Companies, Richmond, VA. Summer 2022

- Hands-on project management experience on a variety of project types.
- Exposed to sales/lead generation as well as accounting, finance, and property management.
- Communicated with subcontractors and inspectors to stay on schedule and comply with building code.

Student Equipment Manager, Virginia Tech Athletics. Summer 2020 - Present

- Worked 40 hours/week for Football in an intense environment for my first year. Learned to perform under pressure and work with difficult people.
- Moved to Olympic Sports for the rest of college where I work 10 hours a week to pay for my living expenses.

ACTIVITIES **Landowner Relationship Network**

- I’ve used local GIS, skiptracing software, cold calling, and door-knocking to acquire hundreds of acres of hunting land permission and dozens of fishing spots without paying a dollar. I get neighboring landowners on board by overcoming objections and quickly building trust.

Volunteer Young Life Leader. Spring 2021 - Present

- Christian Ministry for Giles High School students, 10-20 hours/week. I get to build relationships, mentor, fundraise, and support kids as they go through life’s ups and downs.

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Branden Groseclose

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EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minor: Property Management
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 2.6/4.0

SKILLS **Software:** **Other Skills:**
Excel ESRI Leadership Open to Criticism
CoStar PowerPoint

EXPERIENCE

Intern, CoStar Group, Richmond, VA. Summer 2023

- Made many calls to brokers and CoStar users to confirm sales comparable for the program.
- Adjusted millions of positive and negative absorptions around the United States for the program.
- Worked well in a group to make PowerPoint presentations mocking a real meeting with boards or clients.

Registration and Sales, Mountain 2 Island, Claytor Lake, VA. Spring 2018 – May 2018

- Sold paddleboards, rented boats, and cleaned during downtime.
- Interacted with hundreds of customers a week, processing thousands of dollars for the company.
- Performed duties that gave key experience in the sales industry and in customer service.

ACTIVITIES The Marching Virginians, Virginia Tech, 2020-2024
Symphonic Band, Virginia Tech, 2023

HONORS Matthew Shrewsbury Award, 2020
PSI Strada, 2021-2022
Hub Scholar, 2020-2023

INTERESTS A career in property management or market analysis

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EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minor: Property Management
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
Earning and financing 50% of college education and expenses

SKILLS

Software:	Other Skills:
Excel	Public Speaking
ESRI	Multi-Lingual; English,
CoStar	American Sign Language, Spanish

EXPERIENCE **Research Consultant Intern**, CoStar Group, Richmond, VA. June 2023– August 2023

- Directly impacted ¼ million square feet of absorption across multiple markets.
- Researched 68 power broker deals and wrote commentary published in the CoStar News product.
- Enhanced 134 lease and sales comparable reports by researching and calling clients to confirm data.
- Demonstrated versatility by working under 10 total managers, while focusing on various research initiatives: absorption, lease and sales comparable reports, and construction.

Operations and Management Assistant, Special Competitive Studies Project
Arlington, VA. Summer 2022

- A non-profit funded by the Eric and Wendy Schmidt Foundation.
- Supported Chief of staff and operations team with day-to-day tasks.
- Assisted in organizing guest speakers such as Speaker of the House and former Secretary of State for the 300-person Global Emerging Technology Summit.

Operations Assistant, SteerBridge Strategies, Vienna, VA. (following Summer 2021 Internship)

- Maintained active daily communication with 6 external recruiting partners.
- Created and implemented a new tracking platform to streamline business practices regarding active recruiting.
- Assisted Human Resources Department with onboarding processes.

ACTIVITIES

- Member of Sigma Alpha Pi Leadership Fraternity
- Member of Alpha Phi International Fraternity.
- Studied Abroad with the Pamplin Business school in the Blackwood Real Estate program to Croatia – Summer 2023

College Address:
1201 Snyder Lane, Blacksburg,
VA 24061

Brett Hicken

Mhbrett@vt.edu
(804)-591-5262

Permanent Address:
9031 Sharpe Court,
Chesterfield, VA 23832

- EDUCATION** **B.S. Real Estate**, Expected graduation: May 2024
Minor: Property Management
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.2/4.0
- SKILLS** **Software:** **Other Skills:**
Excel ESRI Basic
Yardi CoStar knowledge of
 Spanish
- EXPERIENCE** **Preconstruction and estimation intern**, LF Jennings, Richmond, VA. May 2023–
August 2023
- Worked 40-hour weeks for the duration of the Summer
 - Responsible for scoping all necessary trades and materials for a project (material takeoff)
 - Responsible for communicating and sending out RFI's to the owner and relaying this information to subcontractors
 - Able to read and interpret architectural and structural
 - Led walkthroughs of the site and answered questions about the projects scope of work to subcontractors prior to construction mobilization
- Intern at The Rick Cox Realty Group**, Richmond, VA. May 2022- August 2023
- Responsible for staging and de-staging properties
 - Attended and kept notes at joint listing agreements and open houses
 - Familiar with MLS services
 - Involved in marketing for the brokerage (social media, distributing signs/pamphlets etc.)
- Delivery Driver**, Vocelli Pizza, Richmond, VA. June 2020- May 2022
- Worked in the kitchen cleaning, cooking, and answering the phone
 - Ability to work the register and complete financial interactions with the customer.
 - Knowledge of cooking and sanitation procedures
- ACTIVITIES** Volunteer for the Arts Center for the New River Valley
Member of the Real estate club
Volunteer at the Foodbank (Chesterfield, VA)
- HONORS** Dean's list Fall '22
Governors Award for Academic Excellence
National Honor Society Member
Beta Club member
- INTERESTS** Market analysis, LEED certified buildings, golf, soccer, geography

College Address:
312 Upland Rd
Blacksburg, VA 24060

Jacob Hughes
Jrhughes20@vt.edu
(703) 674-7977

Permanent Address:
6026 Tinley Mill Dr
Haymarket, VA 20169

EDUCATION **B.S. Real Estate**, Expected graduation: December 2024
B.S. Building Construction, Expected graduation: December 2024
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.1 /4.0

SKILLS **Software:**
Excel ESRI Autodesk Matterport
Yardi CoStar Bluebeam QuickBase

EXPERIENCE **Assistant Superintendent/Intern**, R.W Murray, Manassas, VA. Fall May 2022 – August 2022, December 2022 – January 2023, May 2023 – August 2024

- Worked 40-hour weeks assisting smooth onsite construction.
- Completed daily reports and used problem solving skills.
- Occasionally assisted in the office estimating new projects.

Production Specialist/Intern, Adaptive Property Solutions, Gainesville, VA.
May 2021– August 2021

- Worked 40-hour weeks doing construction documentation.
- Checked As-built drawings with 3D scans of the sites.
- Prepared scans to be delivered to our CAD team.

Store Associate, Honey Baked Ham, Gainesville, VA. November 2019 – January 2021, Seasonal

- Worked 25-hour weeks, while in high school, taking orders and preparing food orders.
- Assisted store managers with managing production during busy holiday periods.
- Regularly trained new employees in how to do daily activities.

Field Worker, Stone Tower Winery, Leesburg, VA. Summers 2017-2019

- Worked 40-hour weeks over high school summers in the fields of a winery.
- My duties include upkeep of the vines and mowing of grass fields.
- Worked on the construction of a 1,000 square foot patio.

ACTIVITIES Tau Kappa Epsilon Fraternity, 2021-2023, Raised \$690,000 for St. Jude Children's Hospital

INTERESTS Residential and Industrial Construction, Residential and Commercial Real Estate, Golf Course Construction.

College Address:
1210 Gustafson Avenue
Blacksburg, VA 24061

John Iradi
iradijohn@gmail.com
(732) 456-9780

Home Address:
2168 Lawrence Way
Wall Township, NJ 07719

EDUCATION **B.S. Real Estate**, expected graduation: May 2024
Minor: Property Management
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA

EXPERIENCE

Pool and Spa Doctor, Service/Construction Technician, Summer 2021 - present

- Perform various skilled equipment repairs and installations relating to swimming pools, plumbing, electrical, gas and structural components.
- Reviewed invoices and counted materials for new deliveries.
- Present at Preconstruction meetings with customers and vendors.
- Coordinated and executed activities and duties on installation job sites.
- Provided outstanding customer service to ensure satisfied customers.
- Basic knowledge of local codes and construction methods, construction material identification.
- Attended building inspection walkthroughs.

Self Employed, NJ Pools, Summers 2021 - present

- Grew a twenty-client list via client referrals.
- Managed pool maintenance for list of clients.
- Managed accounts payable and receivables.

Compete Academy, youth baseball coach, summers 2016 - 2021

- Coached young children to compete at their highest level.
- Ran organized team practices.
- Created a positive and safe environment to ensure continual progress.

ATHLETICS

Fellowship of Christian Athletes Vice President, 2017-2019.

High School Varsity Baseball Team, 2017-2019.

Old World Baseball (Europe) Team member, 2019.

Ursinus College Varsity Baseball Team member, 2019.

Brookdale Community College Varsity Baseball Team member, 2020-2021.

Ocean County College Varsity Baseball Team member, 2021-2022.

Virginia Tech Powerlifting Club 2022- present.

HONORS

Member of State Championship Varsity Baseball Team, 2019.

Zach Wilson Award for Home Run Leader, 2019.

All Shore Baseball Team Honorable Mention, 2019.

TECHNOLOGY (Apple Products) Microsoft Excel, Word, PowerPoint, Pool Measure Plus.

College Address:
250 Silver Leaf Dr
Christiansburg, VA 24073

Elisabeth Johnson

elisabethj@vt.edu
239-565-0441

Permanent Address:
250 Silver Leaf Dr
Christiansburg, VA 24073

EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minor: Property Management
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.46

SKILLS **Software:**
Excel ESRI
 CoStar

EXPERIENCE **Real Estate Teaching Assistant**, Virginia Tech Blackwood Program
Fall 2022-Spring 2023

- Assisted and communicated with lead professor in multiple real estate courses.
- Created exams bi-weekly.
- Organized canvas site and proctored exams for 120+ students at a time.

Real Estate Student Ambassador, Virginia Tech Blackwood Program
Fall 2022-Spring 2023

- Met with prospective students to share my love for the program.
- Discussed the vast opportunities the Blackwood Program offers for its students.
- Represented our program to hundreds of students/families across multiple different events and settings.

Server, Blacksburg Country Club, Blacksburg, VA
May 2020-August 2020

- Followed all safety, sanitization, and food handling guidelines, as well as covid guidelines in place at time employed.
- Delivered over 100 food and beverages orders daily to their correct tables, all while maintaining a quick pace.
- Worked ~40/week while maintaining a demanding secondary position as a beverage cart attendant.

ACTIVITIES Delta Gamma Delta Rho VP of Member Education, Virginia Tech, 2022-Present
Delta Gamma Delta Rho Chapter member , Virginia Tech, 2021-Present

HONORS 4.0 semester Fall 2020
Dean's List Fall 2020
Dean's List Spring 2021
Dean's List Spring 2022

INTERESTS In my free time I enjoy Running, Hiking, Cooking, Traveling, Gardening, and Interior design!

College Address:
606 Center Street
Blacksburg, VA 24060

Ethan Jones
emjones2020@vt.edu
443-686-2917

Permanent Address:
305 Meadowcroft Lane
Lutherville, MD 21093

EDUCATION **B.S. Double Major in Finance and Real Estate**, Expected Graduation: May 2024
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.4/4.0

SKILLS

Software:		Other Skills:	
CoStar	Excel	PowerPoint	Real Estate Underwriting
RCA	ArcGIS	Word	Argus (Basic)

EXPERIENCE

Capital Markets Intern, JLL, Washington, D.C. Summer 2023

- Analyzed and valued investment sales and debt advisory packages using Excel, PowerPoint, and Argus
- Evaluated comparable properties, leases, tenant profiles and rent rolls to assist in asset valuation
- Assisted analysts and producers with broker’s opinions of values and offering memorandums
- Participated in weekly office meetings to discuss deal flow, deal status, and current market conditions
- Valued two Class A office buildings and constructed offering memorandum resulting in presentation to entire Capital Markets division

Development Intern, Capital City Real Estate, Washington, D.C. Summer 2022

- Underwrote investment proformas and modeled project budgets with Excel
- Performed market and sensitivity analysis for ongoing and potential projects
- Compiled rent comparables, demographic info, and zoning requirements for potential acquisitions in the DMV
- Supported development team in producing monthly investment partner reports
- Assisted acquisitions team with creation of investor presentations for new development opportunities

Sushi Chef, Misaki Sushi, Bethany Beach, DE. Summer 2020-2021

- Trained new employees and streamlined processes to increase production and improve quality of orders
- Managed daily food preparation and inventory

ACTIVITIES

Beta Theta Pi, Member, Fall 2020 - Present
Real Estate Manager, Fall 2021 - Present
Philanthropy Committee Member, Fall 2021

HONORS

Dean’s List, Fall and Spring 2021
Julian Burruss Scholar, 2020 - Present
R.B. Pamplin Scholar, 2020 - Present

INTERESTS Golf, Tennis, Snowboarding, Surfing, Cooking

College Address:
703 Harding Ave
Blacksburg, VA 24060

Shane Keeton
Shanekeeton1@gmail.com
434-249-1416

Permanent Address:
376 Bluebird Lane
Greenwood, VA 22943

EDUCATION **B.S. Real Estate & B.S. Finance** Expected graduation: May 2024
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.2/4.0

SKILLS **Software:**
Excel ESRI
CoStar FollowUpBoss

EXPERIENCE **Delivery Driver**, DoorDash, Blacksburg, VA. May 2022 – Present

- Communicated with large chains and customers to deliver food quickly and efficiently.
- Earned a customer satisfaction rating of 4.97/5.00 based on over 500 deliveries.

Inside Sales Agent, Real Estate Agency, Richmond, VA. May 2023 – Aug. 2023

- Prospected a cold database for potential clients using extensive phone skills.
- Made over 100 calls per day, setting 7 appointments per week, and closing on 3 properties.
- Gained intimate knowledge of CRMs, automations, and artificial intelligence.

Self-employed, Retail Arbitrage Business, Charlottesville, VA. Jan 2019 – Aug. 2022

- Started and operated E-commerce business
- Generated sales of over \$120,000 on eBay, Amazon, Mercari, and Facebook Marketplace.
- Purchased, advertised, sold, and shipped over 2,000 items.
- Kept records of inventory and monthly sales reports within Excel.

Camp Counselor, Soccer Camp, Crozet, VA. May 2018 – August 2022, Summers

- Applied skills and knowledge acquired as 4-year varsity player and Virginia Class 3A state champion.
- Created and led drills catering to players' strengths and weaknesses.

ACTIVITIES **Inside Sales Agent** Real Estate Agency, Richmond, VA. May 2024 – August 2024

- Researched and contacted property owners and managers to find new housing for the fraternity.
- Participated in fundraising events and contributed to the chapter raising over \$260,000 for St. Jude Children's hospital and becoming the top fundraising chapter in the nation.

Raghab Kharel

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linkedin.com/in/raghabkharel/

Permanent Address:
3997 Dixie Ridge Run Rd,
Penn Laird, VA 22846

EDUCATION **B.S. Commercial Real Estate**, Expected Graduation: May 2024
Minor: Property Management
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.2/4.0

SKILLS

Software:	Other Skills:
Excel ESRI	LandVision PowerPoint
LexisNexis CoStar	Regrid Crexi

EXPERIENCE **Summer Analyst**, Matthews Real Estate, Nashville, TN. Summers 2022 & 2023

- Conducted proforma analysis on multifamily and retail properties throughout the sunbelt, analyzing key return metrics such as IRR, debt service, and cash on cash.
- Performed refinance and cashflow models on investor portfolios to evaluate our clients' strategy.
- Actively involved in the due diligence, marketing, acquisition, and disposition process.
- Developed an excellent understanding of risk assessment and market analysis.
- Attended daily courses led by industry leaders, on financial analysis, capital markets, and sales.

Financial Analyst, Mulroy Comp Team, Philadelphia, PA. Sept 2023 - Present

- Competing in a national real estate development case competition, representing one of the top undergraduate real estate programs.
- Collaborating with a team of four undergraduate real estate students to analyze and present a comprehensive development project, covering aspects from zoning and financing to design.
- Advanced to the semifinals, waiting to present in front of a panel of industry professionals.

Seasonal Manager, 7-Eleven, Harrisonburg, VA. Nov 2017 – August 2023

- Managed day-to-day store operations, including inventory control, cash handling, and ensuring store cleanliness and organization.
- Developed strong leadership and team management skills, effectively teaching, motivating, and supervising staff.
- Received "Employee of the Month" in May 2022 for outstanding performance and leadership.

ACTIVITIES Real Estate Club, 2022-Present
Intramural Volleyball, 2022-Present

HONORS Semifinalist, Mulroy Real Estate Competition, 2023-Present
Strongest Work Ethic Award, Matthews Real Estate, 2022 & 2023

INTERESTS Golf, Tennis, Cooking, Snowboarding, Chess, Reading

College Address:
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Blacksburg, VA 24060

Dabin Kim

dabink@vt.edu
703-825-0565

Permanent Address:
7632 Chadds Landing Way
Manassas, VA 20111

EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minor: Property Management, Residential Environments and Design
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.8/4.0

SKILLS **Software:**
Excel ESRI
Yardi CoStar

EXPERIENCE **Assistant Property Management Intern**, Van Metre Companies, Broadlands, VA.
June 2023 – August 2023

- Worked on-site closely with the assistant property manager with projects, delinquency trials, notices, residents, etc.
- Learned about the budgeting, financials, and bookkeeping aspects of the property.
- Presented a capstone presentation to the company.

Real Estate Student Ambassador, Blackwood Department of Real Estate,
Blacksburg, VA. Spring 2022 - 2023

- Met with families to answer questions from a student perspective.
- Promoted the department during major fairs and events.

Property Management Intern, Van Metre Companies, Woodbridge, VA. June
2022 – August 2022

- Worked on-site at an investment property as a leasing consultant by giving prospects tours, follow-ups, applications.
- Acquired five new leases.

ACTIVITIES Delta Chi Gamma, 2022-2023
Learning Conversation Partners Program Member, 2021
Pamplin Undergraduate Mentor Program Mentee, 2020-2021
Korean School Teacher Assistant, 2017-2019

- Awarded the President's Volunteer Service Award and National Association for Korean Schools Junior Leadership Award

HONORS Dean's List, Fall 2020 – Spring 2023
President's Volunteer Service Award, 2019
National Association for Korean Schools Junior Leadership Award, Bronze & Silver

INTERESTS Photography, Art, Travel

College Address:
208 Wharton St. SE Apt. F
Blacksburg, VA 24060

Gabe LaGrua
gabelagrua@gmail.com
(540) 943 1671

Permanent Address:
140 Providence Ln
Waynesboro, VA 22980

EDUCATION

B.S. Real Estate & Apparel, Housing and Resource Management, May 2024
Property Management and Real Estate Dual Major
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
Certified Apartment Leasing Professional (CALP) Certified Badge, Summer 2021

EXPERIENCE

Ocean Rescue, Corolla Beach Rescue

Corolla Beach, North Carolina, May 2023 - August 2023

- Maintained the safety of up to 750 beach patrons at any given time while on duty
- Responded to multiple first aid situations and performed in water rescue
- Worked cooperatively and efficiently with 9-11 dispatched fire and EMS rescue teams
- Competed and placed in Outer Banks' Local Lifeguarding Competition

Property Management Associate/Intern, Signature Management Corporation

Virginia Beach, Virginia, June 2022 - July 2022

- Presented a pitch advocating for payroll software that was soon after adopted by the company
- Reviewed and categorized property budget statements and entered data into comparison spreadsheets used for the company's monthly review meeting
- Directed on-site residents, tours, and phone calls for six different properties in the Tidewater area

Leasing Consultant/Intern, Lincoln Property Company - The Lodge at Southpoint

Durham, North Carolina, May 2021-July 2021

- Maintained a 100% tour-to-lease ratio during the month of June
- Improved customer outreach techniques with unique email structure
- Facilitated effective communication between the maintenance team, residents, and contractors
- Gained experience and proficiency in Yardi CRM property management software system

Ocean Lifeguard, Long Beach Township Beach Patrol

Long Beach Island, New Jersey, July 2020-August 2020

- Responded calmly with confidence in potentially life-threatening scenarios
- Participated in 9:00 am morning workouts and beach set-up, 6 days a week
- Monitored beaches with 100 visitors on a daily basis

Intern, Allstate Insurance

Staunton, Virginia, August 2019-December 2019

- Efficiently directed hundreds of customers in person and over the phone
- Improved understanding of business and insurance practices

Activities

- Association of Property Management (Club Officer, Historian, 2021-2022)
- Virginia Tech Men's Rugby Club Team, Rostered Player and Men's D1AA National Champion (2021)
- Surf Club at Virginia Tech - Founder and Vice President (2021 - 2023)

HONORS

Recipient of the Richard Bighinatti Beacon Scholarship, the Winn Residential Scholarship, the Mummau & Cde Baca Excellence for Residential Property Management Scholarship, and the SNP Properties Scholarship

INTERESTS

Surfing, snowboarding, traveling, weight training, team sports

College Address:
Blacksburg, VA 24060

John Lebron

johnlebron98@vt.edu
571.606.7312

Permanent Address:
Bristow, VA 20136

EDUCATION **B.S. Real Estate for Residential Properties**, Expected graduation: May 2024
Minor: Professional Sales
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA

SKILLS

Personal skills:	Software Experience:
<ul style="list-style-type: none">• Excellent interpersonal skills• Leadership ability• Attention to detail	<ul style="list-style-type: none">• CRM• Production software• Quorum

WORK EXPERIENCE

Government Affairs Intern, Susan B. Anthony Pro-Life America. *Summer 2022*

- Assisted the activism efforts of a well-known special-interest group through research as well as communication with congressional offices
- Cold-called several dozen congressional offices and helped secure promises of bill co-sponsorship while improving the SBA contact network
- Tracked pro-abortion news and bills for rapid response

Engineering Co-Op, Quality Dept., Altec, Inc. *June 2021–November 2021*

- Conducted quality control inspections and worked to prevent issues through communication with employees and process inspection
- Thoroughly processed data on plant performance and presented information to the head of the department
- Designed informational materials for production employees

ACTIVITIES

Program Staffer, Damascus Catholic Youth Summer Camp, *May–August 2023*

- Created an environment of encounter by maintaining an energetic and fun atmosphere; ran high-adventure activities, performed onstage ministry

Outreach Minister, Catholic Campus Ministry at VT, *January 2023–Present*

- Assisting financial development, alumni engagement, and donor relations efforts

Outreach & Advocacy Coordinator, Students for Life at VT, *2020–Present*

- Leading and organizing student pro-life efforts including full- or half-day activism trips, apologetics training, education, and dialoguing on campus

RCIA Teacher, Catholic Campus Ministry at VT, *August 2022–May 2023*

- Competently teaching the doctrines of the Catholic faith to beginners and presenting confusing topics in an easily understood way

OTHER ACTIVITIES

Marine Energy Collegiate Competition Team at Virginia Tech, *2020–2021*
FOCUS Bible Study Leader, *2021–2022*
Catholic Campus Ministry Traditional Choir, *2021–Present*

INTERESTS Singing, Skateboarding, Kayaking, National Parks

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212 Harding Ave
Blacksburg, VA 24061

Liam Leonard

lml27@vt.edu
(516) 427-1236

Permanent Address:
21635 Eastbridge Loop
Lewes, DE 19958

EDUCATION **B.S. Finance**, Expected graduation: May 2024
Double Major: Commercial Development & Investment
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.23/4.0

SKILLS

Software:			Other Skills:
Excel	ESRI	RMIS	Python
Yardi	Avid	Office	

EXPERIENCE

Intern, Stream Realty Partners, Washington, DC June 2023 – August 2023

- Log and batch accounts receivable deposits in Yardi and apply tenant accounts.
- Comprehensive understanding of property budgets to code and process invoices for 24 buildings in the DC metro area.
- Populate variety of vendor and consulting contracts for property managers and submit to vendor for execution.
- Assist Analysts in compiling research data for various projects
- Support DC and VA property management staff with administrative requests as needed.

Intern, Mullooly Jeffrey Rooney & Flynn, Syosset, NY June 2022 – July 2022

- Coordinated with the director of Finance, managed special projects covering cash flows and financial modeling
- Reviewed work papers for accuracy regarding tenant and eviction laws
- Data entry into IBM mainframe for customer applications

Valet Attendant, Hampton's Valet, Southampton, NY May 2022 – August 2022

- Worked in a close team environment with other drivers to efficiently organize and manage parking lot
- Interacted with customers on a personal level to ensure customer satisfaction.
- Parked and retrieved vehicles for customers in a timely and accurate manner.
- Responsible for setting up the proper equipment as well as keeping track of customer's car keys

ACTIVITIES

Sigma Alpha Epsilon, Eminent Warden Fall 2022 – Spring 2023
Real Estate Club, Virginia Tech, 2021-present
Student Investment Club, Virginia Tech, 2022-present

HONORS

Julian Burruss Scholarship, R. B. Pamplin Scholarship, Deans list (Fall 2021, Spring 2021)

INTERESTS

Travel, Outdoors, Golf, Snowboarding, Baseball

College Address:
410 Houston St.
Apt N Blacksburg, VA 24060

Sean McCabe
seanmccabe857@gmail.com
856-630-4048

Permanent Address:
46 Palmer Dr.
Moorestown, NJ 08057

EDUCATION **Major: Finance and Real Estate**, Expected graduation: May 2024
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.2/4.0

SKILLS

Software:	Other Skills:
Excel	Sales
Office	Forecast
Bloomberg	Data Analysis
CoStar	Modeling

EXPERIENCE **Intern**, Credit Education Investment Team, Blacksburg, VA Fall 2022 – Spring 2024

- From competitive selection to intensive training and a successful analyst exam, my journey into a top investments club highlighted my adaptability, commitment, and financial skills.
- Collaborated with a group of analysts in a student-led private credit/syndicated loan organization to develop and execute investment strategies and portfolio management plans, contributing to the oversight of a \$2 million loan portfolio.
- Conducted thorough forecasting analysis and market research to identify and assess opportunities within the middle market business sector, analyzing and evaluating potential investments in the private debt market.

Intern, UBS Wealth Management, Mt. Laurel, NJ. Summers 2023

- Engaged in the process of cold calling, a fundamental aspect of client outreach in the finance industry.
- Some of my many responsibilities included initiating conversations with potential clients, articulating the values of UBS's services, and adapting my approach to various client profiles.
- Through adept research and persistent outreach, I successfully identified and generated a broad portfolio of new clients to the firm.

Lab Operator, Virginia Tech, Blacksburg, VA. Fall 2022 – Fall 2023

- Proctoring college exams through Virginia Tech's business school sharpened my skill in efficiently managing large student groups and optimizing test environments

ACTIVITIES St Jude's Children's Hospital, Philanthropist, 2020-present
Virginia Tech Finance Club, Virginia Tech, 2022-present
Tau Kappa Epsilon, Virginia Tech, 2020-present

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Blacksburg, VA 24060

James Murphy
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571-287-9060

Permanent Address:
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Falls Church, VA 22042

EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minor: Property Management
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 2.97/4.0

SKILLS **Software:** **Other Skills:**
Excel ESRI PowerPoint Word
ArcGIS CoStar Adobe Acro. Yardi One

EXPERIENCE **Property Mgmt. Intern**, Van Metre Companies, Fairfax, VA. Summer of 2023

- Aided residents, followed-up with prospects, maintaining every relationship.
- Conducted 5-10 property tours for potential tenants on average weekly.
- Answered 10+ calls daily, addressing inquiries in a timely manner.
- Closed 4 leases, easing the leasing process of every prospect I met.

Houseman, Belle Haven Country Club, Alexandria, VA. Summers 2021 & 2022

- Worked 30+ hours per week, enhancing every member's experience.
- Performed quality service, assisting over 150 members daily.
- Provided exceptional hospitality, hosting 4-5 events weekly.
- Expanded my knowledge on business management and customer service.

Server, Nando's Peri Peri, Fairfax, VA. September 2019 – March 2020

- Served over 20 customers per shift, generating \$350 on average.
- Repaired machines and maintained quality of work environment.
- Displayed excellent customer service and time-management strategies.
- Created a community between the employees, staff, and customers.

Caterer, J.R.'s Custom Catering, McLean, VA. May 2016 – October 2018

- Catered over 600 people at one event, assisted in over 100 events.
- Imposed leadership and discipline amongst my coworkers daily.
- Trained and guided 5 coworkers over a course of 2 months.
- Strived for perfection, efficiency, and pride in my work.

ACTIVITIES High School Leadership Club, 2018-2020
Assistant Coach, local elementary school, 2018
Summer Work Camp, Catholic Diocese of Arlington, 2017-2019
High School Varsity Cross Country Team, 2016-2018

HONORS Dean's List, Virginia Tech, Spring 2023
Employee of the Month, Belle Haven Country Club, 2021

INTERESTS Sports, Learning, Traveling, Exercise, Reading, Politics, News, Drawing, Nature

College Address:
202 Washington Street SW
Blacksburg, VA 24060

Margaret “Anne Heaton” Noble

Your email here | Contact Number Here
LinkedIn URL

Permanent Address:
6103 Wesley Road
Richmond, VA 23226

EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
B.S. Hospitality and Tourism Management, Expected graduation: May 2024
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.79/4.0

SKILLS **Software:**

Excel ESRI
Sketch Up CoStar

EXPERIENCE **Sales and Brokerage Intern**, CBRE, Washington, DC. June 2023 – August 2023

- Worked with experienced tenant reps and gained insight in their daily work as brokers. Learned to write RFPs, counter proposals, create matrix summaries and build financial models for clients. Also gained experience in working with landlord representatives to create a survey report. Participated in the intern pitch competition, pitching for CBRE services to a company for an office building relocation and company acquisition.

Atlantic Union Bank Richmond, VA Wealth Management/Private Banking Summer Intern
May 2022 – August 2022

- Gained exposure to banking solutions and carrying out transactions for high net worth clients, focused on building and maintaining relationships. Reviewed financials of existing clients to identify other potential wealth management opportunities. Met with various wealth management partners to learn all aspects of the group’s duties. Attended department meetings regarding the future of the wealth management team. Completed a Capstone Project on how to fight the “War on Talent” presented to the Executive team.

Country Club of Virginia Richmond, VA Food & Beverage Summer Intern May 2021 – August 2021

- Received line level training in three of the F&B outlets, and quickly moved to manage each outlet after demonstrating strong interpersonal skills and teamwork. Earned the responsibility to open and close all outlets as the only manager on duty, and submitted all necessary forms and paperwork every day. Developed strong decision-making and communication skills to smoothly run an operation. Worked with the other interns to create a presentation to the Board of Directors and President of the club on innovative ideas they could utilize to remain relevant and competitive in the club industry.
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ACTIVITIES **Delta Delta Delta Sorority Blacksburg, VA** Member of Beta Nu chapter March 2021 – Present
Blackwood Program in Real Estate Peer Mentor, Virginia Tech, 2022-present
Blackwood Program in Real Estate Student Ambassador, 2023-present

JOB **Jefferies Financial Group Richmond, VA** *Business Financial Analyst July 2024*
Start Date • I will be taking three series exams and then working under investment banking associates full time after graduation.

College Address:
504 Sunridge Dr. Apt. 304,
Blacksburg, VA, 24060

Colby O'Reilly
coreilly2385@gmail.com
757-876-5604

Permanent Address:
17400 Fox Ridge Ln,
Smithfield VA, 23430

EDUCATION **Bachelor's Degree in Real Estate**, Expected graduation: May 2024
Minor: Property Management
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.1/4.0

SKILLS **Software:**
Microsoft ESRI
Office CoStar
ArcGIS

EXPERIENCE **Employee** Jim O'Reilly Farms, Smithfield, VA. Fall 2017 – Spring 2019

- Work 20 hours a week after high school to help fund expenses.
- Increased production of hay and helped manage sales.
- Drove trucks and trailers to deliver hay to customers.

Foreman Jim O'Reilly Farms, Smithfield, VA. Summer 2019 – Spring 2024

- Overlooked and managed two employees.
- Helped maintain and operate all equipment.
- Covered sales and distributed all types of hay.
- Shipped and delivered hay to various parts of VA.
- Worked an average of 40 hours a week to help with college.

ACTIVITIES College Soccer, Paul D. Camp Community College 2020-2021

HONORS Coached Youth Soccer, 2015-2016
Given Leadership Armband by Coach, 2019

INTERESTS Realtor, Real Estate Agent, Market Analyst, Land Specialist, Land Consultant.

Leslie Orellana

College Address:
4100 Richmond Lane, Apt H
Blacksburg, VA 24060

leslieorellana@vt.edu | 703-965-6707
<https://www.linkedin.com/in/leslieorellana/>

Permanent Address:
111 N Midland Ave.
Sterling, VA 20164

EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Virginia Polytechnic Institute & State University, Blacksburg, VA

B.S. Building Construction, Expected graduation: May 2024

EDUCATION SKILLS

Software:

Excel
ARGUS – training

BIM Software
Microsoft Suite

Other Skills:

Team Player
Self-Starter
Communication
Goal-Oriented

EXPERIENCE **Development Intern**, SAS Builders, Blacksburg, VA. September 2023 – present

- Request bids from subcontractors to create a preliminary budget in the early due diligence phases of projects
- Assist in the efforts for rezoning and understanding the complexities of local municipalities for multifamily development
- Create a design directive for student housing properties to create standardization of design, and construction practices

Acquisitions Intern, Marcus Partners, Washington, D.C. June 2023 – August 2023

- Aided in the acquisition and disposition process for multi-family and industrial assets through conducting lease and sale comparable analysis and gathering market research
- Conducted market analysis report to present to senior management on the potential southeast (Raleigh and Atlanta) market expansions through historical and forecasted data
- Created and presented a Preliminary Investment Committee Memorandum of an industrial property, including underwriting the deal in Argus and Excel, analyzing the investment opportunity, and compiling all the supplemental material

Teaching Assistant, Blackwood Program of Real Estate, Blacksburg, VA August 2022 – May 2023

- Supported in administrative duties, proctoring, and grading for over 150 students in REAL 1014 – Careers in Real Estate, REAL 2004 – Principles of Real Estate, and REAL 4064 – Real Estate Appraisal

Winter Extern, Blackwood Development Company, Blacksburg, VA. August 2022 – May 2023

- Shadowed and gained a deeper understanding of the development lifecycle, including site evaluation, acquisition, financial analysis, and property management

Summer Associate, Clark Construction Group, Arlington, VA. June 2022 – August 2022

- Assisted in the project engineering of Metropolitan Park/Amazon HQ2 in Arlington, Virginia
- Contributed to the field coordination of mechanical equipment and environmental graphic design on 38 floors through creating progress trackers and monitoring delays
- Submitted Request for Information documents and Submittals for the project management and design components

ACTIVITIES

Hokie Ambassadors, President, 2022 – Present

Real Estate Club, President, 2020 - 2023

Pamplin Undergraduate Mentor Program, Mentor, 2020 - 2022

Kappa Kappa Gamma, Risk Prevention Committee Member, 2022 – Present

College Address:
1705 Patrick Henry Dr NW 8206
Blacksburg, VA 24060

Harit Patel
haritpatel@vt.edu
(703)-870-0594
<https://www.linkedin.com/in/harit-patel-62a2721b9/>

Permanent Address:
8809 Western Hemlock Way
Lorton, VA 22079

EDUCATION **B.S. Finance (CFA) and Real Estate**, Expected graduation: May 2024
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.8/4.0

SKILLS

Software:	Other Skills:		
Excel	ESRI	LBO	DCF
Wix	CoStar	Pitchbooking	Forecasting Financials

EXPERIENCE **Credit Analyst**, John Marshall Bank, Reston, VA. Summer 2023

- Assisted senior credit officers with due diligence, financial statement analysis, and documentation reviews.
- Performed data analysis on 100+ real estate loans to understand the risk associated with individual loans and specific types of real estate in the bank's portfolio.
- Analyzed offering memorandums and attended site visits to understand risks and opportunities for bank to finance prospective.

TA, Pamplin Engage Program, Blacksburg, VA. Spring 2023-Present

- Host Zoom office hours, help students with homework questions and specific topics, and graded Excel files for over 160 students.
- Completed 4-day training workshop covering communication skills, teaching, and learning strategies, and online interactive challenges. Training also included FERPA privacy regulations and Diversity, Equity, and Inclusion training.

Front Office Clerk, Saratoga Medical Clinic, Springfield, VA. October 2018 – March 2020

- Organized a high volume of paper files followed by manually inputting all files into Electronic Health Record system.
- Professionally communicated and assisted patients during check-in, set up process for patient rooms, and movement of patients throughout the office.
- Summers: worked 40+ hours/week; school year: worked 15 hours/week.

ACTIVITIES

Credit Education Investment Team, Chief Executive Officer, 2023-Present
Finance Club, Co-President, 2023-Present
Business Horizons Student Planning Team, Webmaster, 2022-Present
Sigma Tau Gamma, Director of Finance, 2021-Present
Credit Education Investment Team, Senior Analyst, 2022-2023
Finance Club, Technology Committee Lead, 2022-2023

HONORS

Dean's List in College, All Semesters
Scholar Athlete Award, 2019

INTERESTS

Soccer, Basketball, Movies, Cooking, Reading, Fashion

College Address:
508 Center St, Apt. 10
Blacksburg, VA 24060

Jason Penate
jasonpenate@vt.edu
571-225-5814

Permanent Address:
14304 Meagan Loop
Gainesville, VA 20155

EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minor: Property Management
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.36/4.0

SKILLS **Software:** **Other Skills:**
Excel ESRI Spanish
ProCore CoStar

EXPERIENCE **HITT Contracting**, Richmond, VA. May 2023 – July 2023

- Sat in on bid process, and recruited subcontractors for the job.
- Worked along super intendents to fully grasp tasks that were going on in the site.
- Performed RFI's, CO's, submittals and sat in on meetings.

Legend Management Group, McLean, VA. June 2022 – August 2022

- Performed a competitor analysis for a new development within the company for 2023.
- Worked on-site in Centreville, VA and Germantown, MD performing day to day tasks.
- Completed corporate modules to achieve a better understanding of corporate jobs.
- Shadowed the on-site service team and performed service tickets.

JLP Cleaning Services, LLC, Gainesville, VA. May 2017 – May 2022

- Provide customer service and assist with estimates.
- Tasks included pressure washing, painting, landscaping, and window cleaning.
- Promote the company on social media to attract more business.

ACTIVITIES **Real Estate Club**
Club has guest speakers come in and introduce us to opportunities in the Real Estate industry
Alpha Tau Omega (America's Leadership Development Fraternity)

INTERESTS Data Center Construction, Fast Paced Environments, Teamwork

College Address:
233 Pheasant Run Drive
Blacksburg, VA 24060

Jake Pendry
pjake20@vt.edu
(919)-999-0222

Permanent Address:
591 W Walker Woods Ln
Clayton, NC 27527

EDUCATION **B.S. Real Estate Finance**, Expected graduation: May 2024
B.S. Commercial Development and Investment
Virginia Polytechnic Institute & State University, Blacksburg, VA
GPA: 3.34/4.0

SKILLS

Software:	Other Skills:
Costar	CBC
Excel	Plumbing
Bluebeam	Electric
SketchUp	HVAC
ESRI	

EXPERIENCE

Barback, Sharkey's, Blacksburg, VA. Spring 2022 – present

- Work 25-35 hours per week to help fund college education.
- Increased customer retention through relationship building techniques.
- Earned Trained to Train certification in 2 months.
- Actively working towards higher management position.

Delivery and Install Technician, G&H Appliance, Christiansburg, VA. Spring 2021 - present

- Performed all necessary delivery and install protocols.
- Diagnosed and performed repairs.
- Solicited customers and created new advertising techniques.
- Worked with large distributors (GE, Whirlpool) and managed warehouse.

Contractor, Judd and Pendry Investments, Raleigh, NC. 2017 – Present, During School Breaks

- Construction and demolition on renovation projects.
- Sales and service representative.
- Managed crews of up to 15 people.
- Partial project management.
- Learned HVAC, Electric, and Plumbing practices.
- Worked with and managed materials and construction budgets.

Team Leader, Dogwood Moving, Raleigh, NC. 2021-2021, Summer.

- Managed team members.
- Operated various sizes of trucks.
- Direct customer support contact.
- Managed said crews and trucks all throughout North Carolina.

ACTIVITIES

New Membership Educator Alpha Tau Omega (2022-2023)
Leadership Development Organizer Alpha Tau Omega (2020-2024)

INTERESTS

Housing and Construction, Real Estate, Finance, Time Management Techniques, New Languages, Art and Design

College Address:
507 Hunt Club Road
Blacksburg, VA 24060

Jacob Porter

jake24@vt.edu
540-577-9132

Permanent Address:
501 Meadow Ridge
Radford, VA 24141

EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
B.S. Building Construction
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.4/3.6

SKILLS **Software:** **Other Skills:**
Excel ESRI ProCore
Revit CoStar Outlook

EXPERIENCE **Project Management Intern, Haskell Construction** May – August 2023

- Assisted Project Manager with tasks including quantity take-offs, 3-week lookahead schedule, weather data, and equipment procurement/O&M Documentation log
- Assisted Site Superintendent with field measurements, subcontractor coordination, and daily progress meetings
- Led daily toolbox talks and stretch-and-flex
- Worked on \$500 million+ French Fry Processing Plant and new Wastewater Treatment Facility in American Falls, ID

Project Engineer Intern, Kjellstrom and Lee Construction December - May 2023

- Worked on Virginia Tech's \$69 Million Data and Decision Sciences Building
- Assisted Project Engineer with punch list items
- Collaborated with Site Superintendent on 3 week lookahead schedule and weekly work plan
- Communicated with subcontractors daily to keep track of progress
- Worked with carpenters

Construction Intern, Jamerson Lewis Construction May - August 2022

- Worked in the office estimating, preparing bids, reviewing submittals, and attended weekly meetings on different project sites
- Worked in the field alongside the Site Superintendent on a retirement home renovation and new parking garage

Assistant Superintendent, SRC, Inc. May - August 2021

- Helped managed various Virginia Tech renovation projects, including the Football Players Lounge, Basketball Players Lounge, Owens Dining Hall, and Johnson Hall
- Reviewed drawings, coordinated with subcontractors and owner, completed quantity take-offs, performed quality control and safety management

ACTIVITIES **Ambassador for Building Construction Department at Virginia Tech**
August 2021 - Present

- Speak with prospective students and incoming freshmen about Building Construction and opportunities/careers within the major

HONORS **Virginia Boys State Delegate – Radford University** Summer 2019

INTERESTS **Virginia Tech Alpine Ski Team**

College Address:
840 Plantation Road
Blacksburg, VA
24060

Ali Powroznik

Alip22@vt.edu
(804)-731-2935

Permanent Address:
10490 Destiny Lane
North Prince George, VA
23860

EDUCATION **Bachelor's Degree in Residential Development and Investment**, Expected graduation: Dec. 2024
Minor: Entrepreneurship
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
Associates of Science Degree, Richard Bland College (2020-2022)
GPA: 3.1

EXPERIENCE **Intern**, Emerson Companies, Real Estate Development, Chester, VA. Summer 2023.

- Shadowed construction, development, leasing, and property management teams in order to gain a comprehensive perspective of the entire development life cycle.
- Worked directly with the development team to understand development budgets and underwriting, and assisted in pursuing new land acquisition opportunities.
- Responsible for value engineering amenity features for a residential development.

Insurance and Investment Agent Assistant, New York Life, Prince George, VA. Winter 2021 and early spring 2022.

- Communicated with clients and relayed and took messages.
- Transformed clientele paper files to electronic files and created accounts.
- Drove distances to get client's documents signed.

Waitress, The Boathouse, Hopewell, VA. Summer 2021.

- Worked 30 hours per week.
- Increased communication skills with new people.
- Was recognized and complemented by management for social skills and work ethic.

ACTIVITIES -VT Real Estate Club member

HONORS -Varsity Soccer Team Captain and awarded 4-year award
-Advanced Diploma upon graduation

INTERESTS Sports, Outdoors, Fishing and Hunting, Cooking, Meeting New People

Brandon Rasnake

www.linkedin.com/in/brandon-rasnake

College Address:

929 Canyon Ridge Rd
Blacksburg, VA 24060

brandonr98@vt.edu

(276)-210-1902

Permanent Address:

20212 Millbrooke Dr
Abingdon, VA 24211

EDUCATION

Virginia Polytechnic Institute and State University, Blacksburg, VA

BS in Business: Residential Real Estate Development & Investment

Minor: Property Management

Overall GPA: 3.6

Expected Graduation: Spring 2024

WORK EXPERIENCE

Envision Properties & Development LLC, Lebanon, VA

2020-Current

Owner/Developer

- Project Managed the construction two single-family homes from land acquisition through Certificate of Occupancy (CO).
- Scheduled and managed multiple sub-contractors through Fieldwire to ensure coordination and collaboration among trades.
- Applied Lean Project Management practices that reduced waiting time, wasted motion, and excess inventory.
- Developed and managed a detailed project budget to ensure cost effectiveness without sacrificing quality.
- Ensured building standards with routine inspections that led to quicker production times with zero failed inspections.

Perfect Cut Lawn and Landscape LLC, Lebanon, VA

2016-2021

Owner/Operator

- Met the unique needs of over 30 weekly clients.
- Maintained good rapport with all clients which led to referral business.
- Met tight deadlines of both weekly service accounts and custom landscape projects through Critical Path Management practices.
- Gained the ability to work efficiently as an individual and team player when business needs evolved.
- Averaged yearly gross income over \$70,000 with 40% net profit margins.

SOFTWARE SKILLS & INVOLVEMENT

Proficient in Microsoft Excel, Word, PowerPoint, Fieldwire, Houzz Plans, and Bluebeam Revu.

Virginia Tech National Honor Society Member

Virginia Tech Real Estate Club Member

College Address:
Pamplin Hall, Virginia Tech
Blacksburg, VA 24061

William C. Richey
Richeyw@vt.edu | 703.888.9223
[LinkedIn](#)

Permanent Address:
6908 Bright Ave
McLean, VA, 22101

EDUCATION **B.S. Finance/ B.S. Real Estate**
Expected graduation: May 2024
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.23/4.0

SKILLS

Software:	Other Skills:
Excel	Budgeting
Financial Reporting	Due Diligence
ESRI	
CoStar	

EXPERIENCE **Finance Externship, Wealth/Asset Management, Yeske Buie – Vienna, VA.**
May 2024

- Supported team in delivering practical financial planning services through diligent client communication and outreach.
- Observed evidence-based financial planning and strategized opportunities in collaboration with client leads.

Member Attendant & Caddie, Burning Tree Club – Bethesda, MD March 2016 - August 2023

- Deployed strong customer service and communication skills to develop reputable client relationships and earn trust.
- Oversaw various aspects of the pro shop operations including bag room deliveries/ transport, and driving range.
- Monitored transactions in the pro shop and managed internal databases to maintain accuracy and reporting.

Server, 2941 Restaurant – Falls Church, VA. July 2021 – August 2021,

- Enabled business development by supporting fast paced operations and continually driving customer satisfaction.
- Partnered cross-functionally with colleagues to ensure resource optimization and proactively communicate discrepancies.

ACTIVITIES & HONORS

Virginia Tech – Blacksburg, VA

- **Real Estate Club, Member** | 2022 – Present
- **Pi Kappa Alpha Fraternity, 2020 – Present, Vice President** | 2020 – 2021
- **Rugby Club, Vice President** – National D1AA Champions (2021, 2022), All-American (2022) | 2020 – Present

Gabrielino-Tongva Tribe – Southern California

- Achieved recognition/status as an official member into family tribe after extensive application process | 2019 – Present

INTERESTS Rugby, Golf, History.

College Address:
Blacksburg, VA 24060

Ainslie Roland
ainslieroland@vt.edu
(804)363-6887

Permanent Address:
Richmond, VA 23233

EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minor: Professional Sales
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.72

SKILLS

Software:	Other Skills:
Excel	Service
ESRI	Microsoft Teams
Yardi	Tracker
CoStar	

EXPERIENCE **Property Management Intern**, Colliers, Richmond, VA. May 2023 – July 2023

- Handled and input data into an excel sheet consisting of over 700 properties.
- Called utility vendors to obtain general liability, worker's compensation, updated COIs to be able to complete vendor set ups.
- Closed services with vendors and updated billing information for invoices to be paid.
- Participated in ride along with senior building engineers to learn intricacies of building maintenance and property inspections. This involved fixing doors, analyzing ceiling leaks, maintaining a clean roof.
- Met with senior broker that shared the importance of maintaining an organized profile to keep track of leases and maintain relationships with tenant.

Pamplin Engage Program, Teaching Assistant, Blacksburg, VA. August 2021 – May 2022

- Grade files for over 80 students, organize Canvas page, contact 12 guest speakers.
- Work 6 hours per week, while taking a full course load of 15 credits.
- Completed a 4-day training workshop covering communication skills, teaching, and learning strategies, and online interactive technologies. Training also included FERPA privacy regulations and diversity training for inclusion.

Aldo, Sales Associate, Richmond, VA. May 2019 – May 2023

- Count and scan 20 boxes of inventory, restocking in back room and on display.
- Checkout customers while aiming for a sales goal of making over \$100 per hour.
- Makes sales goal of 20% of sales being shoe care.
- Maintaining customer connections and problem solving when there is an issue.

ACTIVITIES Intramural Soccer 2022-2023, Virginia Tech Cru 2022-2023

HONORS Dean's List Honor Roll 2020-2023

College Address:
1009 Montgomery Street
Blacksburg, VA 24061

Carter Sheridan

Sheridanc9@vt.edu
(973) 903-2685

Permanent Address:
127 Seneca Lake Road
Sparta, NJ 07871

EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minor: Leadership and Service
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.2/3.5
Earning and financing 50% of college education and expenses

B.S. Building Construction, Expected graduation: May 2024

SKILLS **Software:** **Other Skills:**
Excel ESRI Microsoft Project
Bluebeam CoStar Revit

EXPERIENCE **Bartender, Cook, Waiter, Dishwasher** Sheridan's Lodge, Andover, NJ. 2010 – present

- Work 30 hours per week to help fund college education.
- Increased customer base through referrals for quality work.
- Learned valuable people skills and networking for future jobs.

Summer Project Management Internship, Clancy and Theys Construction Company Newport News, VA. Summers 2023

- Coordinated with multiple subcontractors across multiple projects
- Wrote weekly meeting minutes for subcontractor meetings and owner representative meetings.
- Learned valuable communication skills to get subcontractors to bid on projects

ACTIVITIES Virginia Tech Corps of Cadets 2019-2023

- Cadre for incoming freshman 2021-2022
- Fire Team Leader and Squad Leader 2020-2021

Virginia Tech Army ROTC 2019 – Present

- Squad Leader 2021-2022

Army ROTC Ranger Company Member

- An advanced company who looks for leaders and people who will push others to be their best physically and mentally

INTERESTS Golf, Fishing, working out, Hiking, Hunting, Playing Sports, Watching Sports

College Address:
600 Church St SE, Apt. L,
Blacksburg, VA 24060

Kaitlyn Siegel
kaitlynsiegel@vt.edu
804-774-5391

Permanent Address:
908 Biggin Pond Pl
Midlothian, VA 23114

EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minor: Strategic Communication
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.22/4.0

SKILLS

Software:	License/Certification:
Excel	Licensed Real
Virginia	Estate Person
MLS	in Virginia
ESRI	
CoStar	

EXPERIENCE **Commercial Real Estate Brokerage Intern**, Cushman Wakefield | Thalhimers, Richmond, VA. Summer 2023

- Completed over 100 cold calls and emails to potential clients and tenants for office, industrial, and retail spaces.
- Pitched brokerage services to a client and acquired a retail listing in Richmond.
- Created prospect lists for brokers to pursue leads and clients.
- Calculated and defended an asset evaluation for \$37,500,000 to the capital markets team through a financial model.

Residential Real Estate Internship, Motleys Asset Disposition, Richmond, VA. May 2022 – August 2022

- Worked full-time to assist with residential real estate sales and auctions through conducting property showing & listings
- Communicated with team members regarding closings, document deadlines, and upcoming events to facilitate proactive contract fulfillment
- Assisted with the search for prospective real estate using multiple websites including the MLS
- Participated and facilitated residential home sales and auctions that translated over \$3.1 million over the 10-week program.

Facilities and Customer Service, McComas Hall, Blacksburg, VA. Fall 2022 - Present

- Monitored the facility of over 600 students and faculty to ensure compliance with McComas regulations.
- Answer student and member inquires including pricing, amenities, and policies of McComas Hall
- Maintain surveillance of the facility and in the case of an emergency, act immediately and appropriately.

ACTIVITIES

Real Estate Club Member, Virginia Tech, 2020-present

- Attend meetings to learn from guest speakers and grow my network.

Peer Mentor in Real Estate Program, Virginia Tech, 2022-present

- Mentor and guide Real Estate majoring Freshman at Virginia Tech to transition successfully.

INTERESTS Reading all genres of books, cooking new foods, and traveling.

College Address:
Blacksburg, VA

Matthew Simmons
Matthew@simmons-mail.net | 703-309-3002

Permanent Address:
Ashburn, VA

EDUCATION **B.S. Real Estate Finance and Commercial Development and Investment,**
Expected graduation: May 2024
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.64/4.0

SKILLS **Software:**
Excel ESRI
CoStar Financial Modeling

EXPERIENCE **Leveraged Finance Intern,** MidCap Financial, Bethesda, MD. Summer 2023

- Underwrote and performed due diligence on middle market firms to finance sponsor acquisitions.
- Completed complex financial models to determine free cashflow, liquidity, and other ratios to determine creditworthiness.
- Performed reviews of the sponsors covered by MidCap for internal use.

Commercial Credit Intern, Bank of Charles Town, Charles Town, WV. Summer 2022

- Underwrote and performed due diligence on commercial real estate deals by analyzing financial statements to determine applicant's creditworthiness.
- Assisted senior analysts in portfolio management by monitoring covenant compliance, liquidity, and financial performance.
- Assisted loan officers in preparing and presenting deals to the investment committee for approval.
- Managed the bank's PPP loan portfolio of over 150 loans and handled their forgiveness through the SBA.

Teaching Assistant, Virginia Tech, Blacksburg, VA. November 2020 – May 2024,

- Selected by the course's professor to assist in creating, teaching, and grading class material related to the courses: Real Estate Finance and Financial Analytics.

ACTIVITIES **Commodity Investing by Students (COINS)**
Chief Financial Officer May 2023 – December 2023

- Input trades, monitor the portfolio's performance, and track against the BCOM index.
- Serve as a member of the executive board overseeing all group decisions.

Senior Analyst September 2022 - Present

- Assist in investing over \$1M on behalf of the Virginia Tech Foundation for the nation's only student-run commodity trading group diversified in futures-based ETFs and ETNs.
- Make long and short trade recommendations using strong technical and fundamental analysis, regression analysis, and critical thinking skills garnered during targeted training and real-world trading experience.

INTERESTS Black Belt in Taekwondo

Christian Smith

EDUCATION |

Virginia Polytechnic Institute and State University, Blacksburg, VA
Bachelor of Science, Real Estate for Residential Properties **08/2022 to 05/2024**
Current GPA: 4.0

Virginia Western Community College, Roanoke, VA
Associate of Science, Business Administration **08/2020 to 05/2022**
GPA: 3.855

WORK HISTORY |

TRAINEE APPRAISER (SEASONAL INTERNSHIP) **05/2022 to 08/2023**

Vail Appraisal, Roanoke, VA

- Utilized Multiple Listing Service to extract comparable sales for the sales comparison approach
- Gathered property data from public records, maps, and photographs
- Performed property inspections to assess square footage, quality, and property condition

SALES ASSOCIATE **05/2021 to 08/2021**

Lowe's Home Improvement, Salem, VA

- Engaged customers and promoted specific merchandise
- Provided positive first impressions to welcome existing, new and potential customers
- Answered customer questions regarding sizing, accessories and proper care for merchandise

CERTIFICATIONS |

Real Estate Appraiser Trainee License **08/17/2021 to 08/31/2023**

SKILLS |

- FlexMLS
- Excel
- Word
- Office 365
- PowerPoint
- Kronos

INTERESTS |

- Travel
- Team Sports

Charles Edward Smithdeal

College Address:
701 Toms Creek Road
Blacksburg, VA 24060

Smithdealc24@vt.edu
301-332-9108

Permanent Address:
7004 Western Avenue
Chevy Chase, MD 20815

- EDUCATION** **B.S. Real Estate**, Expected graduation: May 2024
B.S. Finance, Expected graduation: May 2024
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.45/4.0
Dean's List Recipient, 2020-2023
- SKILLS**
- | | |
|-------------------------|---|
| Software: | Other Skills: |
| Excel ESRI | Knock Wall Street Prep Financial |
| Yardi CoStar | Python Modeling Certification |
- EXPERIENCE**
- Corporate Multifamily Operations Intern**, Harbor Group Management, Norfolk, VA. Summer 2023
- Assisted in the management of multifamily properties by coordinating maintenance requests, tracking work orders, and ensuring timely resolution of tenant issues.
 - Conducted in-depth market research and data analysis to identify trends, opportunities, and challenges in the multifamily real estate market, providing valuable insight for decision-making.
 - Conducted comprehensive research and analysis on the integration of AI and machine learning algorithms into financial modeling processes, identifying opportunities for automation, risk mitigation, and enhanced predictive accuracy, resulting in actionable insights and recommendations for optimizing financial strategies.
 - Attained Commercial Real Estate Financial Modeling Certification from Wall Street Prep, showcasing expertise in complex financial analysis and valuation techniques.
- Construction Worker**, Peterson and Collins, Washington DC. 2017- 2021
- Demonstrated expertise in various construction tasks, including framing, concrete pouring, roofing, and finish carpentry, while consistently adhering to safety protocols and delivering high-quality workmanship to complete projects on time and within budget.
- Swim Instructor**, ESF Camps and Experiences, Bethesda, MD. Summer 2022
- Successfully taught children of various age groups essential water safety skills and swimming techniques, fostering a fun and engaging learning environment, and ensuring each student's comfort and progress in the water.
- ACTIVITIES**
- Vice President and Risk Manager**, Pi Lambda Phi Fraternity, 2022-2023
- Implemented and enforced comprehensive risk management policies and procedures, conducting regular safety assessments and educational workshops to promote a secure and responsible environment within the fraternity, resulting in a reduction in incidents and enhanced member safety awareness.
- HONORS**
- YMCA Blacksburg**, Volunteer, 2022-Present
National Honors Society, 2016-2020
National Society of Collegiate Scholars, 2020-2023
Fannie Mae Future Housing Leader Recipient, 2023
- INTERESTS** Guitar, Volunteer Work, Reading, Golf.

College Address:
802 Patrick Henry Drive,
Blacksburg, VA 24060

Conner Stello
connerstello@gmail.com
757-289-4866

Permanent Address:
905 Brasileno Court
Virginia Beach, VA, 23456

EDUCATION **B.S. Finance & Real Estate**, Expected graduation: May 2024
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.2/4.0

SKILLS

Software:		Other Skills:	
Excel	ESRI	Leadership	Critical Thinking
Word	CoStar	Cooperation	Communication
PowerPoint	Bloomberg	Teamwork	

EXPERIENCE **Cohen Investment Group, Acquisitions Intern. May 2023 – August 2023**

- Performed market analysis on prospective multifamily and self-storage properties.
- Assisted in underwriting 20+ new deals.
- Assisted in due diligence process in the acquisition of a self-storage property in Richmond, VA
- Learned soft skills when talking with industry professionals, especially brokers.

Virginia Tech Recreational Sports, Intramural Referee. January 2022 - April 2023

- Learned the rules of a variety of sports.
- Made rulings while maintaining integrity and sportsmanship between teams.
- Refereeing a multitude of sports.

Princess Anne Country Club, Outside Operations Team. May 2021 - August 2022

- Assisted members with their requests.
- Organized proper flow of golfers on the course.
- Set up and managed club events.
- Efficiently satisfied customer and stakeholder requests.

Hell's Point Golf Course, Cashier/ Golf Cart Attendant. March 2020 - August 2021

- Assisted customers inside the pro shop with products and food/beverages.
- Set up tee times for customers.
- Closed sales books at the end of every shift.
- Assisted with the proper flow of golfers on the course.

ACTIVITIES

Snow (Ski) Club, 2020-2021
Wrestling Club, 2021-2022
Real Estate Club, 2022-2024
Junior Youth Service Club (Vice President), 2017-2020
Feeding the 5000, Volunteer, 2017
Young Life (Student Leader), 2019-2020

HONORS Virginia Tech Dean's List, 2020-2021

INTERESTS Watching sports, golfing, fishing, surfing, snowboarding, volunteering

College Address:
1015 University City Blvd,
Virginia Tech
Blacksburg, VA 24061
Apt 344, Room A

Ryan P. Turner
Rturner18@vt.edu
(781) 898-4010

Permanent Address:
19870 Annenberg Dr,
Ashburn, VA 20147

EDUCATION **B.S. Double Major in Finance & Real Estate**, Expected graduation: May 2024
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.1/4.0

SKILLS

Software:	Other Skills:
Excel ESRI	Leadership Market Analysis
CoStar	Property Underwriting

EXPERIENCE

Acquisitions Intern, Linden Property Group, Arlington, VA. May 2023 – August 2023

- Analyzed 10 Offering Memorandums from national investment sales brokers including CBRE, Colliers and Berkadia
- Underwrote 20 deals with 11 reaching formal offers totaling \$381.6MM in valuation
- One offer for a 180-unit property was accepted by the seller and entered into a purchase agreement
- Wrote a regional market research analysis on Central PA for the firm’s evaluation of the region for expansion
- Assisted with the reprojection analysis of 3 existing properties in the Linden Portfolio
- Performed construction draws for 3 properties in the Linden Portfolio

Assistant Manager, Pizza Twist, Ashburn, VA. June 2022-August 2022

- Assisted with all aspects of a newly managed franchise including Marketing, Customer Service, Daily Operations, and Employee Training & Development

Food Runner & Server, Blue Ridge Grill, Ashburn, VA. April 2018 – December 2021

- Conducted myself with laser-focus on outstanding customer service and enthusiasm, which resulted in numerous referrals and special requests

ACTIVITIES

National Society of Leadership and Success, Virginia Tech, Fall 2020-present
Real Estate Club, Virginia Tech, Fall 2021-present
Finance Club, Virginia Tech, Fall 2022-present
Snow Club, Virginia Tech, Fall 2020-present
The National Honor Society, High School, Spring 2018-Spring 2020
Varsity Football & Hockey, Team Captain, High School, 2017-2020

INTERESTS Golf, Skiing, Ice Hockey & Fishing

College Address:
303 Webb Street
Apartment B
Blacksburg, VA. 24060

Camille Weih
camille.weih3@gmail.com
(757)755-6896

Permanent Address:
217 Darden Drive,
Poquoson, VA. 23662

EDUCATION **B.S. in Finance**, Expected graduation: May 2024
Minor: Real Estate
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.2/4.0

SKILLS **Software:** **Other Skills:**
Excel ESRI Total Expert
Home Bot CoStar Canva

EXPERIENCE **Long & Foster Real Estate Externship**, 6045 Burke Centre Parkway, Burke, VA.
January 2, 2024– January 5, 2024

- Analyzed multiple contracts and the important factors within them
- Learned new marketing tactics and new leveraging business techniques
- Walked through a vacant home for sale and learned about the important features to present to clients

Scorekeeper, Virginia Tech Intramural Sports, Blacksburg, VA. April 2021 – present

- Work 12 hours per week to help fund college education
- CPR/AED certified
- Checking in and out participants

Business Development Intern, Atlantic Bay Mortgage Group, Virginia Beach, VA.
May 2022- August 2022 & May 2023-August 2023

- Assisted Mortgage Bankers in building their client base and event planning
- Marketing Campaign and Sponsorship Outreach Project
- Attended Appraisal Outreach Classes & Staged2Sell Classes
- Attended/Walked through Open Houses
- Updated Total Expert website to ensure stakeholders have current information on Mortgage Bankers
- Proficient in Microsoft Excel, Outlook, and Microsoft PowerPoint
- Designed flyers, table tents, and templates in Canva

Lifeguard, Clearwater Pool Management, Yorktown, VA. May 2019 – August 2023, Consecutive summers

- CPR/AED certified
- Cleaned the pool and pool deck
- Made sure the pool environment was safe for patrons
- Earned the “Employee of the Month” distinction three times
- Summers: worked 40+ hours/week

ACTIVITIES Gravity Real Estate Student Ambassador October 2023-Present
Real Estate Club at Virginia Tech, January 2022-Present
Virginia Tech Ag Econ/NAMA Club, August 2023-Present
Alpha Chi Omega, January 2020-September 2022
TOPSoccer, May 2020-August 2020

HONORS Dean’s List, Fall 2020 and Dean’s List, Spring 2021

Brett White
brettw03@vt.edu
276-345-1384

College Address:
1411 Seneca Dr, Apt G
Blacksburg, VA 24060

EDUCATION **Virginia Polytechnic Institute & State University** (Virginia Tech) Blacksburg, VA
B.S. Real Estate, Expected graduation: December 2024
Minor: Entrepreneurship
GPA: 3.2/4.0

Southwest Virginia Community College, Cedar Bluff, VA
A.A.S. General Studies, August 2022
GPA: 3.9/4.0

LICENSE **Real Estate Agent, VA**

SKILLS **Software Expertise:** **Other Skills:**
Excel Word Organization Communication
PowerPoint Teams Leadership Negotiation

EXPERIENCE **Real Estate Agent**, Gravity Real Estate Group, Blacksburg, VA
 • Coming soon...
Desk Receptionist/Camp Administrator, Town of Blacksburg, Blacksburg, VA
May 2023 - Current
 • Assist over 100 customers a day with all their recreational needs
 • Plan and set up parties, events, and camps weekly at the community center
 • Conducted over 50 camps for the children of Blacksburg over the Summer

RELATED EXPERIENCE **Urban Land Institute Fall 2023 Conference, Los Angeles, CA**
Externship with Long & Foster Realty via Zoom – Winter 2023
 • Worked with Managing Broker, Richard Esposito, of the Burke Branch in Northern VA and learned how one of the top selling real estate companies on the east coast conducts day-to-day business
 • Was educated on how to use the MLS system and gained understanding on how sales contracts are to be conducted

ACTIVITIES **Virginia Tech Real Estate Club**
Gravity Real Estate Group Student Ambassador
R.A.C.E. Program
 • Completed 150 hours of volunteer work in my community for the program

INTERESTS Traveling, sports, nature

College Address:
400 Houston Street
Blacksburg, VA 24061

Ayden Yates
aydeny@vt.edu
980-833-2080

Permanent Address:
112 Walking Horse
Trail
Davidson, NC 28036

EDUCATION **B.S. Real Estate**, Expected graduation: May 2024
Minor: Property Management
Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA
GPA: 3.88/4.0

SKILLS **Software:**
Excel ESRI
WebGIS CoStar

EXPERIENCE **Real Estate Competition Team** for Virginia Tech
Blacksburg, VA, 2023-Present

- Market Analyst role
- Collaborating with team members to complete ground-up development
- Presenting slideshow to investors in Philadelphia for championship title

Real Estate Club at Virginia Tech
Blacksburg, VA, 2022-Present

- Networking with guest speakers
- Collaborating with students interested in Real Estate and Property management careers
- Walk-throughs of commercial properties in Blacksburg

In-Store Employee, Green Brothers Juice Company
Charlotte, NC, 2022-Present

- Lead front-of-store operations: Restock, prepare food and serve customers
- Efficient communication with other employees to complete tasks
- Display of time management skills between in-store and online orders

Private Coaching/Training
Huntersville, NC, 2017-Present

- Organize practices based on skill sets to promote the technical development of youth soccer players
- Educate players with personal film sessions to improve knowledge and field awareness
- Serve as soccer mentor for young travel team players

**VIRGINIA
TECH
ATHLETICS** **Virginia Tech Student-Athlete**
Blacksburg, VA, 2020-Present

- Balance 20hr weeks of competitive soccer and 16 credits of academics
- Communicate weekly with college coaches and athletic directors to enhance performance on and off the field
- Collaborate with 29 female athletes for team success

HONORS Virginia Tech AB Honor Roll, 2020-Present
Virginia Tech Deans List, 2020-Present
USL-W Charlotte Independence Team Captain 2022-23

INTERESTS Commercial RE, Project Construction/Management, Fitness and Nutrition