

Andrew Berger

Current Address
1320 Mound St #1
Madison, WI 53715

aberger2@wisc.edu
608.214.1972

Permanent Address
1224 N 4th St
Monroe, WI 53566

EDUCATION

University of Wisconsin – Madison, Madison, WI
Bachelor of Business Administration degree, December 2011
Double Major: Real Estate & Urban Land Economics; Economics
GPA: 3.7/4.0 Dean's List (2 semesters) ACT Composite score: 34/36

EXPERIENCE

Dominium Development & Acquisition, Minneapolis, MN
Development Intern (August 2009 – January 2010)

- Underwrote various types of new deals, including 9% tax credit deals, GP interest acquisitions, and conventional cash deals
- Conducted market research in regards to market rents, comparable sales, and general demographics and market information
- Assisted in the completion of 9% competitive LIHTC applications
- Assisted partners and associates with numerous other aspects of the development process

College Park & Springbrook Row Apartments, Madison, WI
Leasing Agent (Fall/Winter 2008)

- Showed model apartments and gave informational tours to prospective renters
- Showed actual units to tenants about to sign a lease
- Assisted property manager with general tasks

Monroe Parks & Recreation Department, Monroe, WI
Lifeguard and Certified Water Safety Instructor (Summers 2006 – 2008)

- Kept watch over patrons and provided first aid when necessary
- Taught swim lessons to children ranging in age from 2 to 12
- Cleaned locker rooms, bathrooms, and pool

Green County YMCA, Monroe, WI
Flag Football Director of Referees (Fall 2006)

- Prepared weekly schedule of games
- Managed referees, fields, and equipment on game days
- Refereed games and was PA announcer for tackle football games

VOLUNTEER WORK

Apostolate to the Handicapped, Monroe, WI – Madison, WI
Volunteer (Fall 2003 – Present)
Member of Board of Directors (2006 – Present)

- Attend board meetings
- Read scripture and prayer for a television audience that includes a large part of Wisconsin, northern Illinois, eastern Iowa, and southeastern Minnesota.
- Assist and help direct setup, serving, and takedown for special days for the handicapped

SKILLS

Extensive experience with Microsoft Excel and exposure to various other real estate software applications including Yardi Voyager and CoStar.

ACTIVITIES

NAIOP Minnesota Chapter 2010 University Challenge (Case Study Competition)
UW Real Estate Club
Enjoy playing intramural sports, reading, and playing guitar

Louis DeFino

defino@wisc.edu
414-861-9247

Current Address:
260 Langdon Apt. #1
Madison, WI 53703

Permanent Address:
2937 N Hackett Ave.
Milwaukee, WI 53211

Education: **University of Wisconsin-Madison** Madison, WI
Bachelor of Business Administration degree; May 2011
Double Major: Real Estate; Entrepreneurship
Overall GPA: 3.78/4.0

Universitat de Pompeu Fabreu (ESCI) Barcelona, Spain
CIEE Study Abroad Program, Fall Semester 2009

Honors: Dean's List (3 Semesters); National Society of Leadership and Success

Activities: **Safe Haven at Glendale Elementary School** Madison, WI
Volunteer, March 2008-May 2009

- Volunteered to help monitor and teach low income children (ages 4-7)
- Committed 3 hours a week at Madison Public School
- Organized activities, tutored children in math, reading, and writing skills

UW Real Estate Club Madison, WI
Club Member, January of 2009 - Present

Students in Free Enterprise Madison, WI
Marketing Team Member, September 2007-May 2008

- Market and internal analysis for local T-Shirt company called "MadBadgers" during weekly meetings
- Promoted and marketed to students around campus and in dorms with free item giveaways

Intramural Basketball, Soccer; Madison Soccer League

Experience: **PMM,LLC; BMOC, Inc.; Senior Summer School** Madison, Wisconsin
Sales Intern/ Leasing Agent, May 2008-Present

- Monitored over 150 rental units in Madison area
- Closed on most leases in the company during each summer
- Interacted with customers of all income levels
- Driver for senior citizen summer camp in Madison
- Marketing with self-created advertisements and scheduled appointments independently
- Trained new leasing agents in sales strategies

Optimal Media Group Madison, Wisconsin
Data Entry Intern, January 2008 – May 2008

- Researched locations of all restaurants and nightlife venues in Madison and Milwaukee for creation of website
- Basic usage of Microsoft Excel with data entry into spreadsheet
- Organized large amounts of data

Global Profile: Basic knowledge of Spanish.
Traveled to Spain, France, Italy, England, Germany, Holland, Mexico

Technical Skills: Experienced user of Microsoft Excel, PowerPoint, Word, iPhoto,

Louis DeFino

defino@wisc.edu

414-861-9247

Reference Page

Bill Levy, CPM
President and Founder
PMMLLC; BMOC, inc.; Senior Summer School
150 E Gilman Suite 1250
Madison, WI 53703
608-255-2301
uwtowers@aol.com

Matt McCord
Regional Manager
BMOC, Inc.
150 E Gilman Suite 1250
Madison, WI 53703
608-255-2301
matt.mccord@bmocinc.com

Jeremy Tyler
President and Founder
Optimal Media Group
Madison, WI
608-770-8929

Patricia A. Mullins, PHD
Business Statistics Professor Spring 2009
Actuarial Science, Risk Management, and Insurance
University of Wisconsin School of Business
975 University Avenue
Madison, WI 53706-1323
Telephone: 608-262-6174
pmullins@wisc.edu

Education **University of Wisconsin – Madison** Madison, Wisconsin
Bachelor of Business Administration degree, May 2012
Double Major: Real Estate and Urban Land Economics; Management and Human Resources
Cumulative GPA: 3.6/4.0
Dean's List

Activities **Alpha Epsilon Pi Fraternity**
Member of Rush Committee April 2009-Present; *Rush Chairman* December 2009-Present

- Planned with and later oversaw Rush Committee
- Co-coordinated 17 major recruitment events in Madison and Milwaukee with Fraternity President
- Recruited 80 freshman/sophomores and accepted 34 new pledges to the fraternity
- Saved 60% of a \$5000 budget by successfully obtaining sponsors
- Current Executive Board Member

Management Consulting Project
Communications Consultant August 2009-December 2009

- Completed a semester long consulting project for a non-profit organization
- Developed and distributed an informational survey to over 150 students
- Led focus groups and one-on-one interviews to gather data about the organization's processes
- Identified 3 major weaknesses in the organization's logistical strategies
- Presented a 44-page report detailing ways to improve public image and communication

Experience **Beber Camp** Mukwonago, Wisconsin
Sailing Instructor and Counselor Summers 2008-2009

- American Red Cross Lifeguard and CPR certified
- Maintained daily responsibility for the safety and sailing instruction of 50 children ages 8-17
- Trained 4 future staff members in sailing, teamwork, creative planning, and time management
- Produced a report with recommendations for future hiring and equipment upkeep

McClintock's Restaurant Tucson, Arizona
Server Assistant and Order Expediter September 2007-June 2008

- Aided servers in order taking and numerous aspects of customer service
- Sold products to guests in the General Store, located next to the restaurant
- Trained new employees to be server assistants and order expeditors

Organizations

- **Wisconsin Real Estate Club** January 2010-Present
- **Executive Board for Alpha Epsilon Pi** December 2009-Present
- **Wisconsin Management and Consulting Club** September 2009-Present
- **Society for Personal Investments** September 2009-December 2009
- **Badger Business Buddies** September 2009-December 2009

David J. Godin

dgodin@wisc.edu

Current Address:
207 N. Brooks Street
Madison, WI 53715

Permanent Address:
4606 85th Street
Kenosha, WI 53142

Education:

University of Wisconsin-Madison

Bachelor of Arts Degree (*Expected Graduation: May 2012*)
Double Major: Finance, Investment and Banking; Real Estate
3.61/4.0 GPA

Experience:

Bristol Oaks Country Club | Bristol, WI | 05/09 – 08/09

- Prepared, set up, and organized golf outings each weekend
- Responsible for the cleanliness and upkeep of golf karts

Prophet Asset Management | Kenosha, WI | 08/07 – 04/08

- Aided the Asset Manager on clients' accounts, particularly short selling and money allocation
- Created prospective company presentations and pitched them to the Asset Manager
- Organized annual reports, quarterly reports, and client information
- Researched financial, energy, and water desalination companies

Schlotsky's Deli | Kenosha, WI | 06/06 – 07/07

- Promoted to Deli Clerk after 6 months
- Responsible for closing the deli and cash register
- Earned ~\$450 in sales per day

Savi Formalwear | Kenosha, WI | 10/05 – 05/06

- Quality control in charge of process improvement
- Promoted to Sales Representative after 5 months
- Responsible for \$7,000 in sales

Honors:

Dean's List (2 semesters)
Kenosha Area Business Alliance Scholarship

Activities:

Badger Volunteers

General Member (2009-2010)

- Tutored fifth graders at Lakeview Elementary in math and reading
- Assisted management at the Boys and Girls Club

Finance and Investment Society
UW Real Estate Club
PricewaterhouseCoopers xTax Competition

Skills:

Proficient in Microsoft Word, Excel, and PowerPoint
Avid personal investor since February 2005

- 52% Total Return to Date

William J. Graf

(608) 772-2455 · wgraf@wisc.edu
505 University Ave. Apt. 703 · Madison, WI 53703

Education

University of Wisconsin – Madison *Madison, WI*

Bachelor of Business Administration degree, May 2011

Double Major: Finance, Investment and Banking; Real Estate and Urban Land Economics

Overall GPA: 3.57/4.00 Real Estate GPA: 4.00/4.00

ESCP-EAP European School of Management *Paris, France*

Visiting student; Master in Management Program, January 2009 – May 2009

Activities

Capital Management Club, Founding Member *August 2009 – Present*

- Provide industry coverage and individual security analysis to present to portfolio managers
- Created an LLC to manage funds
- Raised nearly \$20,000 in funds to manage

Real Estate Club, Member *September 2008 – Present*

- Network with industry professionals and other students

UW Alpine Ski Team, Member *October 2007 – Present*

- Compete in alpine ski races around the Midwest
- Helped fundraise \$13,000 for the 2009 season

Finance and Investment Society Member, Member *March 2008 – December 2008*

- Networked with industry professionals and other students
- Traveled to Chicago in April 2008 to visit various financial institutions

UW Formula SAE, Business Team Member *September 2007 – May 2008*

- Created a business plan and financial report for the team to be used in competition in spring 2008
- Secured funding for the 2007/2008 season
- Revamped the team brand by creating a new logo and feel for group related documents

Experience

Mifflin Shirts - Madison, WI *May 2008 – Present*

Founder and Managing Partner

- Design, market and sell commemorative apparel for campus events
- Work with local groups to design and print custom apparel.
- Reported a \$3,600 profit in 2008

First Choice Dental Group - Madison, WI *May 2005 – Present*

Associate

- Scan patient medical charts into a searchable database.
- Create presentations for management to be used at all-staff meetings.

Halloween Action Committee - Madison, WI *July 2006 – October 2008*

Founding Member

- Represented over 40,000 students in negotiations with local government.
- Worked with city mayor and associates to transform an informal campus event into an organized, formal event.
- Successfully handed over the event to Frank Productions in October 2007.

Technical Skills

- Proficient user of all Microsoft Office applications and the Adobe Creative Suite.
- Experience using ARGUS, FactSet Research, and Bloomberg.
- Experience in Java Programming, Graphic Design, Video Editing, and Web Design.

RYAN T. JOHNSON

200 Langdon St. | Madison, WI 53703 | (616) 916-1289 | rtjohnson3@wisc.edu

EDUCATION

UNIVERSITY OF WISCONSIN-MADISON- Madison, WI

August 2008-Present

B.A., Economics with Emphasis in Real Estate and Urban Planning, 3.0 GPA

- *Leadership:* Alumni Relations Chairman, Recruitment Chairman, Pledge Class President- Pi Kappa Alpha
- *Membership:* Real Estate Club, Entrepreneurship Association, FBLA-PBL, Pi Kappa Alpha

GRAND RAPIDS COMMUNITY COLLEGE- Grand Rapids, MI

August 2006-May 2008

Pre-Business, 3.75 GPA

- *Honors:* Dean's List: Fall 2006, Spring 2007, Fall 2007, Spring 2008
- *Leadership:* Student Congress Representative

EXPERIENCE

MERRILL LYNCH- Madison, WI

February 2010 – Present

Investment Analyst Intern – Wealth Management

- Performed portfolio analyses to determine if clients met investment objectives
- Researched and investigated available financial investment opportunities for client portfolios
- Investigated necessary changes to portfolios and reported results to the financial advisor
- Prepared client reviews for the financial advisor

ENTRADA PARTNERS- Los Angeles, CA

June 2008 – August 2008

Summer Analyst – Commercial Real Estate

- Performed extensive property and data analysis to determine the feasibility of projects in the Greater Los Angeles Area
- Refined existing proforma spreadsheets to evaluate project profitability
- Assisted senior management in compiling market research data
- Designed, organized and updated existing database of potential properties, lenders, and brokers
- Met frequently with senior management to establish current and future goals for the firm and assess capital needs

THE KOR GROUP- Los Angeles, CA

June 2007 – August 2007

Summer Intern – Real Estate Development

- Suggested and implemented a new system to analyze potential real estate deals by building a database in Microsoft Access
- Updated Access database to maximize functionality
- Compiled data on existing comparable projects to better determine financial needs for Kor Development's future construction costs
- Performed market research to quantify appropriate rent levels and presented findings to the Director of Acquisitions and Development

DEPARTMENT OF DERMATOLOGY- Madison, WI

August 2008 – May 2009

Administrative Assistant – Dermatology Research

- Managed and organized purchase orders
- Ensured delivery of all packages and documents
- Delivered purchase orders and blanket orders to the accounting department to guarantee proper record keeping
- Managed office supply inventory levels
- Worked cross-functionally with the dermatology researchers to determine their specific needs
- Developed and implemented a new filing and record keeping system to manage document inflow

FRIDA'S MEXICAN GRILL- Madison, WI

April 2009-Present

Server

- Sale of food and beverages
- Manage multiple tables' needs while providing exceptional customer service
- Assist fellow servers and bartenders to contribute to the restaurant's profitability and overall success

ADDITIONAL

- *Computer Skills:* Proficient in Microsoft Excel, Word, PowerPoint, Access, Stata, ACT! By Sage
- *Reading and Learning:* Constantly study and read about real estate and investment, including Fortune, Forbes and industry periodicals.
- *Extracurricular Activities:* Golf, Basketball, Football, Tennis, Wakeboarding, Jet Skiing.

Jared A. Larson

Madison, WI 53703 • (608) 790-3773 • JLarson4@wisc.edu

EDUCATION

University of Wisconsin-Madison

Bachelor of Business Administration degree

Major: Real Estate and Urban Land Economics, Legal Studies

Overall GPA: 3.73/4.0

Dean's List (5 semesters)

Madison, WI

May 2011

EXPERIENCE

Dominium Development and Acquisition

Real Estate Development Intern

- Market studies and market analysis
- Debt refinancing analysis
- Apply for Low Income Housing Tax Credits (LIHTC)

Minneapolis, MN

January 2010 to Present

Wisconsin School of Business, Grainger Hall Library

Librarian

- Assist students in finding their necessary resources and study materials

Madison, WI

January 2008 to Present

University of Wisconsin-Division of University Housing, Conference Services

Administrative Assistant

- Planned and coordinated summer conferences
- Developed various revenue and guest representation reports
- Gained extensive experience in Microsoft Excel

Madison, WI

May 2009 to August 2009

Shopko Pharmacy

Pharmacy Clerk

- Filled patients' prescriptions in timely manner
- Provided high quality customer service

Onalaska, WI

May 2006 to August 2008

ACTIVITIES

AIESEC (International Association of Students in Economics and Business Management)

January 2009 to Present

Member of Business Development Team

- Foster and develop AIESEC's relationship with companies, organizations and the University
- Increase brand awareness and build partnerships with companies
- Create internships in the U.S. for international students

UW-Madison Real Estate Club

September 2009 to Present

General Member

- Engage in further learning of Real Estate

UW-Madison Pre-Law Society

January 2009 to Present

General Member

- Prepare for Law School
- Involvement in community with volunteering

Wisconsin Union Directorate (WUD) Global Connections Committee

January 2008 to Present

Committee Member

- Organize cultural events around campus to promote cultural awareness
- Foster relationships between international and domestic students

Residential Hall Advisory Board (RHAB)

January 2008 to May 2008

Witte Hall Representative

- Addressed students' concerns relating to their residence halls
- Proposed/reviewed future University Housing construction and budgetary plans

Student Leadership Program, Emerging Leaders Program

January 2008 to May 2008

Member

- Developed leadership and teamwork skills by engaging in leadership and team-building activities

TECHNICAL SKILLS

Proficient in Microsoft Word, Excel, and PowerPoint

Mark T. Lavery

lavery@wisc.edu

OBJECTIVE:

To obtain a promising internship that will further introduce me to the real estate and financial fields.

EDUCATION:

University of Wisconsin-Madison Madison, WI

Bachelor of Business Administration

Double Major: Finance and Real Estate

Overall GPA: 3.5/4.0

September 2007 to Present

ACT Test Composite Score: 32/36

Graduation: May 2011

PROFESSIONAL EXPERIENCE:

The Burish Group-UBS Financial Madison, WI

Financial Analyst Intern

(January 2009-December 2009)

- Work approximately 15 hours per week during school year for top financial advisor in the state
- Prepare asset allocation statements along with performance reports for client appointments
- Act as initial point of contact by scheduling client account reviews for financial advisors
- Focused summer project on streamlining the client calling and allocation processes by 40%

Germantown Parks and Recreation Department Germantown, WI

Playground Leader

(Summer 2008)

- Supervised over fifty children while planning activities, games, and crafts
- Organized weekly field trips by coordinating with parents and staff from other sites

College Pro Painters Wauwatosa, WI

Job Site Manager

(Summer 2007)

- Supervised residential painting crew of college-aged workers while performing painting duties
- Interacted with customers, received payments while acting as liaison for franchise owner
- Performed detailed quality-control throughout each job, focusing on minor defects

Robert's Frozen Custard Germantown, WI

Team Leader

(March 2005-August 2006)

- Oversaw back kitchen area, delegated duties for coworkers during high school
- Managed front restaurant area, interacted with customers while proactively addressing issues

ACTIVITIES:

Germantown High School Wrestling Team

(Winter 2007-2010)

Volunteer Coach

University of Wisconsin School of Business' Real Estate Club

(September 2009-Present)

Member of organization

University of Wisconsin Football, Kickball, and Broomball Intramurals

(September 2007-Present)

Member of numerous teams

University of Wisconsin School of Business' Sports Business Club

(September 2008-May 2009)

Member of organization

SKILLS:

I have excellent interpersonal communication skills and planning abilities. I am experienced in Microsoft Excel, Word, and PowerPoint for 2003 and 2007. Also, I am comfortable using Morningstar Principia.

INTERESTS:

I enjoy golf, fishing, football, wrestling and the Milwaukee Brewers.

Mark T. Lavery

laverty@wisc.edu

OBJECTIVE:

To obtain a promising internship that will further introduce me to the real estate and financial fields.

EDUCATION:

University of Wisconsin-Madison Madison, WI

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Double Major: Finance and Real Estate

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SKILLS:

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INTERESTS:

I enjoy golf, fishing, football, wrestling and the Milwaukee Brewers.

Thomas D. McCann

tdmccann@wisc.edu

612.619.5636

Current Address

221 Langdon St #204

Madison, WI 53703

Permanent Address

6537 Cherokee Trail

Edina, MN 55439

OBJECTIVE To obtain an internship with a Minnesota company where my communication, teamwork, and leadership skills successfully contribute to business analysis.

EDUCATION **University of Wisconsin-Madison, Madison, WI**

Bachelor of Business Administration degree, May 2012

Double Major: Management and Human Resources; Real Estate

Overall GPA: 3.5/4.0

EXPERIENCE **City of Edina Park and Recreation, Edina, MN**

Centennial Lakes Park Maintenance and Event Supervisor, (5/09-8/09)

- Communicated with event planners to coordinate 10+ events on city property
- Maintained and restored 24-acre park property
- Efficiently performed daily cleaning, closing and opening procedures

Golf Galaxy, Bloomington, MN

Sales Associate, (6/08-8/08)

- Executed sales of golf equipment and apparel to exceed sales targets averaging \$25,000 per day
- Built strong customer relationships through interpersonal communication
- Collaborated with management to create effective merchandise displays

ACTIVITIES **Sigma Chi Fraternity**

Co-House Manager, (2/10-Present)

- Organize event set-ups and lead house clean ups on property of 13,000 sq. ft
- Reported to property management company to solve tenant disputes
- Ensured compliance with property safety codes

Active Member (8/08-Present)

- Use teamwork and leadership skills to organize social, ritual, philanthropic and recruitment events
- Participated in 6+ philanthropic events at UW-Madison

Big Ten Leadership Network

Recruited Member, (9/09-Present)

- Build leadership skills by collaborating with peers in goal-setting activities
- Gain leadership insight from qualified professionals in business and athletics

Real Estate Club

(1/10-Present)

- Engage in lectures given by professionals to accumulate industry knowledge
- Attending club trip to Los Angeles, CA in March to network with commercial real estate professionals and learn about the field

Intramural Sports Participation

(9/08-Present)

- Practice teamwork in recreational hockey, floor hockey and broomball

Andrew K. Meschewski

Permanent address

35W895 Burr Oak Ln.
West Dundee, IL 60118

Meschewski@wisc.edu
(847)867-3495

Current Address

7 Lathrop St.
Madison, WI 53726

Objective

To find an internship and to contribute to the success of that firm by utilizing the skills gained from academic endeavors and prior work experience.

Education

University of Wisconsin – Madison Madison, WI
Bachelor of Business Administration degree, May 2011
Double Major: Real Estate and Urban Land Economics; Risk Management and Insurance
Cumulative GPA: 3.4 Business/Economics GPA: 3.5

Honors & Awards

- Received the AAA Scholarship, based on academic excellence
- Certificates of Academic Excellence from Interfraternity Council
- Valedictorian of Harry D. Jacobs High School

Work Experience

Problem Solving Enterprises West Dundee, IL
Program Developer and Web Site Designer (May 2009 – Present)

- Create and manage life insurance quoting software on Microsoft Excel
- Developing a database that will allow clients to log in and access their files via the Internet

Young Innovations, Inc. Algonquin, IL
Analyst (June 2008 – August 2008)

- Analyzed revenue losses incurred by the company due to not adjusting international product prices to current currency exchange rates
- Worked with a team to analyze the effects of marketing and advertising on sales
- Researched competitors and compiled information for future reference
- Gained valuable experience by job-shadowing the CEO and other members of the company across several departments

Co-Curricular Activities and Volunteer Work

University of Wisconsin Real Estate Club
Active Member (October 2009 – Present)

- Attend biweekly meetings to network and listen to individuals in the real estate industry speak about their experiences

The Fraternity of Phi Gamma Delta – Mu Chapter
Founding Father (March 2008 – Present)

- Helped to establish the colony
- Member of the Brotherhood Committee that plans events to promote camaraderie within the Fraternity
- Past member of the Social Committee that plans events with sororities
- Completed the Ken Blanchard Situational Leadership II Seminar
- Volunteer every summer for the McHenry County Adult Program
- Volunteered at a fundraiser for Haiti relief and the Isthmus Green Day Convention

Skills

- Proficient with Microsoft Excel, PowerPoint, and word
- Studied French for 5 years

Steven M. Murphy

smurphy4@wisc.edu

920.418.1658

1936 University Ave., Madison WI, 53726

Education:

University of Wisconsin- Madison, Madison, WI

Bachelors of Business Administration, Real Estate and Urban Economics

- Cumulative GPA 3.52/4.00 December 2011

University of Wisconsin- La Crosse, La Crosse, WI

- Cumulative GPA 3.45/ 4.00 September 2007-December 2008
-

Work Experience:

Lee & Associates Commercial Real Estate Services

Intern

January 2010-Present

- Gain hands-on experience by researching properties, aiding with listing proposals and marketing flyers, and calculating property cash flows.
- Build my industry network by meeting and working with commercial brokers.

Camp Randall Stadium, Madison, WI

Server, Club Seating

August 2009-Present

- Serve clients in a polite and professional manner during Badger game days.
- Use networking skills to form working relationships with returning guests to better serve their requests and needs.

The Ariens Company, Brillion, WI

Assembly Line

May 2009-August 2009

- Used teamwork skills by working in a fast-paced environment with a group of 15 employees to assemble various types of snow-blowers.
- Increased self-productivity by paying attention to very minor details in order to ensure the quality of the final product.

The Osthoff Resort, Elkhart Lake, WI

Front Desk Associate

April 2008-August 2008

- Aided guests in making reservations at local tourism destinations.
 - Gained interpersonal skills by working with guest services within the resort, including bell service, wake-up calls, bill pay and other guest requests.
 - Used multitasking skills to make guest room reservations, and check guests in and out.
-

Leadership Activities:

UW Real Estate Club

January 2009- Present

Jackson, MS Mission Trip

June 2007

- Developed a greater sense of community by traveling to Jackson, MS and working with a local organization to renovate their elementary school and church.
-

Technical Skills:

- Proficient with *Microsoft Word, Excel, and Powerpoint.*

Gavin M. Niemi

gniemi@wisc.edu

925 Fahrenbrook Ct. Apt. #233

Madison, WI 53715

(608) 335-2511

Education

University of Wisconsin – Madison; Madison, WI

Bachelor of Business Administration degree, May 2011

Double Major: Real Estate; Finance, Investment, and Banking

Overall GPA: 3.705/4.0; Bus/Econ GPA: 3.908/4.0

Financing 100% of educational expenses

Work History

Professor Ken Mericle; Madison, WI

Expert Witness Assistant, May 2009 – Present

- Assist in the preparation of expert witness reports for mediation and testimony in depositions and Federal Court
- Assist in designing studies to yield representative data for expert reports
- Collect videographic, stopwatch and distance data in various meat processing plants
- Design spreadsheets to analyze and present data and assisted in writing and editing expert reports

UW-Extension School for Workers; Madison, WI

Project Assistant, February 2009 - Present

- Construct class materials for professors using PowerPoint, Excel, Word, and various other computer software
- Enter registration data into Peopleware Pro database

Georgia Pacific; Green Bay, WI

Warehouse Staff, June 2008 - August 2008

- Used NRX project software to publish photographs and synchronize them with company server
- Photographed warehouse parts and synchronized to catalog identification number

Tissue Machine Operator, June 2007 - August 2007

- Operated machine responsible for producing tissue, cores and packaging
- Collaborated on a 6-person semiautonomous work team that operated the equipment

Leadership and Volunteerism

- *Finance and Investment Society* – General Member, August 2009 – Present
- *Real Estate Club* – General Member, August 2009 – Present
- *Phi Beta Lambda-FBLA* - Finance Group Member, August 2008 – May 2009
- *Society for Personal Investments* – General Member, January 2009 – May 2009
- *Big Ten Leadership Network* – General Member, January 2009 – May 2009

Honors and Awards

- Phi Beta Lambda-FBLA National Competitive Events- 2nd Place in Statistical Analysis, 6th Place in Financial Concepts
- Phi Beta Lambda-FBLA State Competitive Events- 1st Place in Financial Concepts, 2nd Place in Accounting Analysis and Decision Making; qualified for National Competition in June 2009
- Dean's List (3 semesters)
- Sigma Alpha Lambda, National Honor Society
- Scholarships, Inc., 2008-2009
- Junior Achievement of Brown County Business Challenge Scholarship, 2007
- President's Award for Educational Excellence, 2007
- Bill and Pat Larsen Scholarship, 2007- 2008

Skills

Proficient in Microsoft Excel, PowerPoint, and Word; Basic Knowledge of Spanish

Interests

Badger athletics, Packer football, architecture, golf, snowboarding/skiing, road biking, and travel

Brian S. Novak

bnovak@wisc.edu

Objective: Obtain an internship that will further enhance my business skills, provide valuable work experience and bring innovation and energy to the workplace.

Education

University of Wisconsin-Madison, Wisconsin School of Business
Bachelor of Business Administration, May 2011
Real Estate and Urban Land Economics
Cumulative GPA 3.62/4.0 (Dean's List) Madison, WI

Work Experience

Madison Equities, LLC Minneapolis-St. Paul, MN
Commercial Real Estate Investment Intern May 2008-Present

- Sought and evaluated shopping centers and office buildings as potential investments
- Prospected and closed on off-market strip center for over \$3 million
- Discovered and working to close off-market office building with \$6 million purchase agreement
- Analyzed financial statements using Excel spreadsheets and pro formas
- Responsible for preparing lease abstracts prior to investment property purchases
- Created and maintained relationships with top brokers and CEOs in the industry
- Proactively represented tenants and held showings of commercial space
- Designed effective leasing brochures for retail and office properties

B&B Yard Service Minneapolis-St. Paul, MN
Self Employed Entrepreneur April 2006-May 2008

- Competitive with other professional landscaping services in the area; ranked second in contractor expenditures at a large landscape supplier
- Net income of over \$20,000 during two years of operation
- Managed fellow high school athletes to do landscaping work in Minneapolis-St. Paul metro area
- Designed, bid and executed projects for high-income clients and commercial businesses
- Collaborated and worked with other companies to meet needs of clients
- Developed and executed marketing, website and promotional materials for business
- Efficiently managed financials of revenues, expenses and payroll in Excel

Licensing and Certification

Minnesota Real Estate License June 2009

Activities

University of Wisconsin Real Estate Club 2008-Present
Marketing Director (Spring 2010)

University of Wisconsin Homecoming Committee 2009
Charity Golf Outing Co-Chair

Technical Skills

- Advanced proficiency in MS Excel: completed 3 courses from UW-Madison Department of IT
- Skilled with MS Office programs, real estate pro formas, amortization schedules & basic Spanish
- Note: enrolled in RE 415, Real Estate Valuation, spring semester 2010--ARGUS training in curriculum

Michael A. Serposs

Current Address

614 Langdon, Apt. 706
Madison, WI 53703

serposs@wisc.edu

(612) 723 1649

Permanent Address

4001 Forest Road
St. Louis Park, MN 55416

EDUCATION: **University of Wisconsin-Madison:** Madison, WI
Bachelor of Business Administration degree, December 2011
Majors: Real Estate and Urban Land Economics; International Business; Economics
Cumulative GPA: 3.4/4.0
Business/Economics GPA: 3.75/4.0

Universitat Pompeu Fabra: Barcelona, Spain
Study abroad: Fall 2009

EXPERIENCE: **Hammel, Green, and Abrahamson: Architecture, Engineering, Planning**
Minneapolis, MN

Finance Intern: June 2008 – January 2010

- Recorded and archived invoices, contracts, and other business documents
- Assisted HR in updating employee information and maintaining accurate records
- Organized and filed project accounts based on activity status
- Checked for outstanding accounts receivable and inaccurate balances

St. Louis Park Soccer Association: St. Louis Park, MN

Youth soccer coach: May – August 2009

- Led U-9 team of 12 boys to an undefeated season
- Organized car pools, tournament schedules, after-game parties, etc.
- Coordinated games, practices, and scrimmages with other coaches, teams, and league administrators

Tour de Touchdown: Madison, WI

Fundraiser Volunteer: September – November 2007, 2008

- Along with other volunteers, raised more than \$10,000 for UW Children's Hospital

Vescios Italian Restaurant: St. Louis Park, MN

Bus Boy and salad chef: February – June 2006

- Cleaned and prepared tables, washed dishes
- Made gourmet salads for customers

ACTIVITIES:

- Captain of intramural basketball and floor hockey teams: 2008, 2009
- Member of UW-Madison Real Estate Club: January 2010 - present
- Member of National Organization of Business and Engineering 2009 - present
- Member of Sigma Phi Epsilon Fraternity: September 2007-2009
- Founder of St. Louis Park Boot Hockey League, recruited more than 70 members
- Enjoy golf, snowboarding, traveling, cooking, and photography

GLOBAL PROFILE:

- Able to speak, read, and write basic Spanish
- Traveled to 15 countries in Europe and the Americas
- Tutored low-income children in Peru: May 2007

John T. Young

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505 University Avenue • Apartment 1205 • Madison, WI 53703

EDUCATION

University of Wisconsin-Madison

Bachelor of Business Administration degree

Double Major: Real Estate and Urban Land Economics; International Business

Cumulative GPA: 3.7/4.0

Dean's List (2 semesters)

Madison, WI

05/2012

EXPERIENCE

UBS – Burish Group

Private Wealth Management Intern

- . Develop current asset allocations on Excel for clients with investments exceeding \$500,000
- . Find values of funds and define their asset class through the UBS network
- . Obtain the values of clients' annuities by contacting the respective company
- . Use UBS network to create portfolio management reports
- . Contact financial advisors' clients to create account review appointments

Madison, WI

01/2010 – Present

Area Rental

Setup Crew

- . Worked with two to thirty people setting up large event tents, stages, and other equipment
- . Drove straight trucks to multiple sights for smaller orders
- . Dealt with high-risk situations requiring constant awareness for self and others
- . Handled an intermittent schedule with job shifts usually greater than 12 hours

New Berlin, WI

05/2009 – 08/2009

JMM Landscaping LLC

Crew Leader

- . Worked with a crew of approximately 14 men on highly varying jobs
- . Managed crews on numerous jobs requiring multiple services
- . Handled high-risk situations demanding constant awareness for self and others

Sussex, WI

05/2008 – 08/2008

Salvation Army Ski Day

Volunteer/Coordinator

- . Organized a Ski Day for the families in the Salvation Army Emergency Lodge
- . Coordinated functions of both fellow teammates on alpine ski team and parents, from grilling food to picking up donated equipment
- . Taught more than 30 kids to ski within the day

Sussex, WI

03/2007 & 03/2008

YMCA Summer Camp

Camp Counselor

- . Coordinated physical activities for children between four and six years old
- . Communicated with parents on how their child was doing

Oconomowoc, WI

06/2007 – 08/2007

ACTIVITIES

UW-Madison Real Estate Club

Wisconsin Real Estate Alumni Association

09/2008 – Present

10/2009 – Present

INTERESTS

Downhill skiing, tennis, acoustic guitar, and water sports