

CIARA JOY SARAUSAD LANEY

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SEEKING

A summer internship or a part-time position for the summer and/or school year in any real estate function, but primarily focused on development and vacation properties in both commercial and residential real estate sectors

EDUCATION

University of Washington, Seattle, WA *B.S. Real Estate; Minor in Architecture* **June 2024**

- Relevant Coursework: Real Estate Property Transactions, Development Process, Finance and Investment, Data Modeling, Economics and Market Analysis, Architectural Design and Representation

WORK/ CLASSROOM EXPERIENCE

Eastside Tennis Center - Tennis Outreach Programs Kirkland, WA *Front Desk Associate* **Sep 2021 - Present**

- Exhibit problem-solving skills when there are scheduling conflicts and billing issues
- Facilitate national tournaments of 500 tennis individuals to ensure smooth scheduling, processing of payments
- Advertise available options for packages and highlighted cost benefits to potential clients to generate revenue
- Create a pleasant and memorable atmosphere for customers by greeting and communicating with guests

University of Guelph - Undergraduate Real Estate Case Competition Participant **March 24, 2023**

- Selected based on coursework to participate in a real estate development competition in a team of 5
- Will present a development proposal assessing sustainability, finance, market analysis, and land use principals

Real Estate Development Process Class Project **Winter 2022**

- Led a team of four to prepare a proposal for site development in the Ravenna neighborhood
- Evaluated zoning, access, title report, topography, soil constraints, sensitive areas, utilities, market assessments, and market financial feasibility of the site to propose the construction of 6 row houses with a 31.67% profit margin on a 7,197 square foot property

LEADERSHIP

College of Built Environments (CBE) Diversity Council - *Student Representative, Real Estate* **2022-3, Present**

- Create a diverse and supportive work and learning environment for all CBE community members by supporting the five departments and research labs and centers within the college in their efforts to address justice, equity, diversity, and inclusion in the delivery of their educational and research programs

Real Estate Club at UW - *Communications Chair* **2022-3, Present**

- Promote the club via Instagram, email, and other forms of social media at least 2-3 times per week
- Collaborate closely with the leadership team to represent the undergraduate students to generate new events and branding opportunities

University of Washington First Year Programs - *First-Year Interest Group (FIG) Leader* **Apr 2021 - Present**

- Facilitate a ten-week curriculum for a group of 20-23 students in the transition to the University
- Cover academic information, campus resources, common transition questions, and more through the use of different media and grading platforms including Canvas, Google and Microsoft Offices, and Zoom
- Establish a strong community within the classroom and beyond

SKILLS

- Proficient in Adobe Suite
- Proficient in Microsoft Word
- Proficient in Microsoft Excel
- Proficient in Microsoft PowerPoint
- Self-driven with the ability to identify, plan, and prioritize business opportunities
- Strong time management
- Solid computer skills with the ability to learn quickly

