

Erin Burleson

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Objective Seeking Internship for Summer 2008

Education

Texas A&M University, Mays Business School, College Station, TX May 2009
Master of Real Estate

Texas A&M University, George Bush School of Political Science and Economics, College Station, TX December 2007
Bachelor of Arts, Political Science, GPR: 3.8

Texas Tech University in Seville, Spain (Study Abroad), GPR: 4.0 Spring 2007

Relevant Coursework: Commercial Real Estate Law
Real Property Analysis
Real Property Valuation
Capital Markets

Experience

Austin Business Journal, Austin, TX Summer 2006

Advertising Coordinator, Intern to Account Executives

- Managed corporate advertisements by carefully communicating with business journal coordinators nationwide to ensure advertisements in 42 markets were published accurately.
- Created efficient and detailed sales reports that enabled account executives and advertising director to clearly monitor progress which ultimately resulted in higher advertising sales.
- Facilitated multiple sales functions, including "Best Places to Work: Austin" by organizing guests lists, planning schedule, greeting guests and speakers, and executing successful awards presentations.

Leadership

Memorial Student Center Freshman in Service and Hosting (MSC FISH), College Station, TX 2005-2006

Assistant Director, Community and Campus Service Sub-Committee Chair

- Mentored 60 freshmen through unique strategy of gaining leadership through service with "lead by example" approach.

Aggies Are We, Co-Founder and Project Manager 2005-2006

- Wrote and received \$1500 grant proposal to execute new service project geared toward international students.
- Founded service project providing transportation to and from grocery store for international students, eventually aiding more than 30 students per month.

Fish Camp, College Station, TX Fall 2006

Counselor

- Organized and executed freshman orientation camp on team of 21 counselors with emphasis on campus and community involvement and academic achievement.
- Initiated small group activities and open discussions which allowed freshman to form cohesive support group that allowed for easy transition into Texas A&M.

Camp Ozark, Mt. Ida, AR Summer 2005

Cabin Counselor, Ropes Course Facilitator

- Lived with and cared for 10-12 campers during two-week sessions and created safe and honest environment for discussion that allowed girls to develop ethics and values system to cope with issues facing youth.
- Coached and orchestrated daily instructional in basketball, soccer, track, and volleyball during practice and competition.
- Certified to facilitate ropes course where focus, communication, safety, and teamwork were stressed.

Memberships

STAMREP (Society of Texas A&M Real Estate Professionals) 2008

GREW (Graduate Real Estate Women) 2008

The Big Event Committee 2008

Volunteer, HOSTS (Helping One Student to Succeed) Fall 2006, Fall 2007

Member, CARPOOL (Caring Aggies R Protecting Over Our Lives) 2005-2006

Work History

Snyder Independent School District, Substitute Teacher 2007

Beijo Bags of Snyder, Co-Owner & Sales Representative 2005-2007

Interests

Running

- White Rock Marathon, Dallas, TX

December 2006