

Colby Schaefer

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Objective: Real Estate major seeking analyst position, using knowledge gained through experience and related coursework, as well as proven leadership skills.

EDUCATION

University of Connecticut, Storrs, CT

Bachelor of Science in Business

Real Estate and Urban Economics

May 2015

GPA: 3.3/4.0

Coursework Including: Real Estate classes in Principles, Investments, Markets, Appraisal, Finance and Special Topics as well as Argus Certification Course

WORK EXPERIENCE

UBS Realty Investors LLC, Hartford, CT

Acquisitions - Part Time Analyst

August 2014-Present

- Assisted acquisition team in underwriting prospective investments in the retail, industrial, multifamily and office asset classes utilizing Excel and Argus software. Cash flows were used to project prospective investment yields at various pricing levels.
- Assisted in the preparation of internal investment briefs and deal summaries in narrative form. Was present for multiple investment committees and deal briefings between acquisitions personnel and portfolio managers.
- Completed comparative rental surveys for prospective multi-family properties in the New York metro area. Toured competitive properties discussed rent terms with various property managers and compiled data in order to support market rent conclusions for the subject properties.
- Prepared numerous rent vs. buy analysis for prospective multi-family transactions, intended to demonstrate future rental demand for apartment units in various markets.
- Assisted in the preparation of lease abstracts for a prospective retail transaction; which included reviewing leases and summarizing exclusive use, co-tenancy and termination right provisions.

Portfolio Management - Summer Intern

June-August 2014

- Prepared a fund level cash flow projection for a separate account by condensing property level information from twelve properties into a single cash flow projection.
- Created numerous reports for various funds aimed at tracking asset allocation from a geographical and asset class basis.
- Produced property level reports after reviewing updated financial information, current narrative appraisals and producing original cash flow projections.
- Worked with relevant software to update and correct loan covenants and statuses for outstanding commitments.

Marvin H. Schaefer Inspection Service, Woodbridge, CT - Home Inspection Understudy

June 2010-August 2012

- Participated in coursework while shadowing inspectors in order to learn about technical building knowledge.
- Developed the company's online networking sites to keep the company current and relevant.

Greater Hartford Association of Realtors, West Hartford, CT - Office Intern

September 2013- March 2014

- Responsible for assisting the member services department with phones, data processing and off-site education events, including helping the education coordinator with materials for seminars, while learning as much as possible about the commercial and residential real estate industry.

Woodbridge Office Park, Woodbridge, CT - Crew Supervisor and Laborer

June 2008-August 2012

- Managed a crew of six responsible for summer construction, landscaping and maintenance of office park, demonstrating leadership skills of time management and task completion.
- Participated in the construction work of an 8,000 square foot office building from the design to the completion of building, gaining knowledge about the development process.

SKILLS

Computer: Microsoft Word, Excel, PowerPoint, Outlook, Final Cut, Argus Modeling

Language: Intermediate Hebrew and Spanish

LEADERSHIP

Undergraduate Student Government, Senator

Boy Scouts of America, Eagle Scout (2011), *Leader & Member*, Troop 41, Woodbridge, CT, September 2004-2011

AWARDS

Byrl N. Boyce Valuation Scholarship Recipient

UConn Real Estate Center Award Recipient