
Matthew Clark Romano

60 East 96th Street
New York, NY 10128

mcr323@lehigh.edu

(646) 398-4262

EDUCATION

Lehigh University (Class of 2023), Bethlehem, PA
Finance Major with a Fintech and Religious Studies Minor

August 2019 - Present
Cum GPA 3.33 | Current (Fall 2021) GPA 3.77

Fordham Preparatory School, Bronx, NY
Clubs/Activities: Stock Club, Rugby Team, Wrestling Team, Soccer Team, Campus Ministry, and various community service organizations
September 2015 - 2019

INTERNSHIP EXPERIENCE

Commercial Real Estate Brokerage Intern at Invictus Property Advisors, New York, NY May 2021 - August 2021
Reported to Director and gained extensive exposure to a submarket in New York City (East Flatbush) with the ability to underwrite and effectively market all asset types in the submarket. Assisted in originating deals, tracking sales information, potential leads and ownership information. Projects completed include:

- Developed ownership consolidation project through excel (accurate information on every owner in specific neighborhood to engage in various outreach programs)
- Provided competitive market research (research properties on market listed by competitors and take note of important metrics)
- Wrote article on the current state of NYC commercial real estate, asset trends, and the effects of COVID-19

Marketing Intern, SportsHi, New York, NY May 2020 - September 2020
Gained insight to the advertising industry as a hands-on team member for SportsHi, an app startup designed for student athletes to communicate with college recruiters.

- Participated in in-service training classes for marketing, advertising, and customer service
- Outreach to high school sports administrators and coaches to build awareness of the app and its benefits for high school students
- Managed ambassador program which invited high school students to promote themselves via the app: responsible for communicating objectives, assigning and helping students complete the tasks

WORK EXPERIENCE

Doorman at Brown Harris Stevens, New York, NY June 2017 - August 2020

- Ensure building security and assist with deliveries, groceries, luggage, maintenance, etc.
- Respect for building protocols and respect for superiors

Higher Achievement Program Counselor, Fordham Preparatory School, Bronx, New York June 2016 - August 2016

- Assist high school teachers in daily activities for summer academic program for prospective Fordham Prep students

COMMUNITY SERVICE

Meals on Wheels, New York, NY May 2020 - Present
10+ hours delivering meals door to door to homebound seniors

God's Love We Deliver, New York, NY May 2020 - Present
10+ hours preparing meal kits, cleaning kitchen, and meal delivery for homebound seniors

Part of the Solution (POTS), Bronx, NY September 2018 - May 2019
40+ hours preparing meals, washing dishes, cleaning kitchen, etc. at POTS soup kitchen

ACTIVITIES

- Investment Management Group 2021 - Present
- Lehigh Rugby Club 2019 - Present
- Alpha Tau Omega 2019 - Present