

AMANDA J FRECHE

amandafreche@gmail.com • 512-771-4245

EDUCATION

University of Florida, Gainesville, Florida

May 2018

Bachelor of Arts in Economics, Minors: Real Estate and History of Art

GPA: 3.6

WORK EXPERIENCE

CBRE, Austin, Texas

Capital Markets & Investment Properties Intern

May 2017 – July 2017

- Analyzed submarket activity while composing comprehensive presentation of all development activity and sales history in both Austin and San Antonio
- Assisted in authoring and editing offering memorandums to potential buyers of institutional properties from \$20M - \$200M
- Created tenant profiles, reviewed rent rolls and property valuations for marketing materials and listing proposals

Stein Mart, Austin, TX

Cashier/Customer Service

May 2014 – July 2014

- Achieved awards for receiving largest number of in-store credit card applications

LEADERSHIP & PROFESSIONAL DEVELOPMENT

Heavener International Case Competition, University of Florida

Director of Hospitality

August 2016 – Present

- Organized transportation, housing, meals, and events for over 150 participants from 20 universities around the world
- Worked with multiple local restaurants, catering companies, and retailers to provide sponsorship and meals for the event
- Coordinated with faculty advisors, the University, and large student groups to effectively run the weeklong event

Florida Alternative Breaks (FAB), University of Florida

Site Leader

August 2016 – May 2016

- Led trip of twelve participants to Pierson, Florida to participate in service for the Farmworkers' Association of Florida

Florida Leadership Academy (FLA), University of Florida

Class XII Member

May 2015 – May 2016

- Selected as one of the top 100 sophomores in the Warrington College of Business from a highly competitive pool of student leaders
- Enhanced interpersonal skills through various speakers and workshop modules including business communication, teamwork, and public speaking

Phi Mu Fraternity- Alpha Nu Chapter, University of Florida

Corresponding Secretary

September 2014 – Present

- Composed and posted weekly newsletter for the Alpha Nu Chapter and more than 400 alumnae

Alumnae Relations Chairman

September 2014 – May 2015

- Coordinated with Family Relations Chairman and Phi Mu Housing Corp to plan for events for over 100 alumnae and their families

Dance Marathon, University of Florida

Dancer

March 2016

- Danced for 26.2 hours to raise awareness for childhood illnesses at local Children's Miracle Network Hospital raising over \$2 million
- Awarded Bronze Level for fundraising over \$1,500 for Children's Miracle Network Hospital

Morale Staff Member

February 2015 – March 2015

- Collaborated with 40 Dance Marathon Captains and a 90 person staff to create props and activities for the event

Junior Achievement, University of Florida

ENACTUS Day of Difference Volunteer

November 2014, May 2015

- Taught business concepts including personal finance and maximizing labor efficiency to elementary school students

Inter-Residence Hall Association (IRHA), University of Florida

Assistant IRHA Art Gallery Director

September 2014 – October 2014

- Organized IRHA Art Gallery Event for over 175 students and 20 exhibited student artists

AWARDS & RECOGNITIONS

Omicron Delta Epsilon- International Economics Honor Society Member

2016

College of Liberal Arts and Science Dean's List

Spring 2016

1st Place Winner Florida Leadership Academy Case Competition

2016

Warrington Welcome Business Ethics Case Competition Semi-Finalist

2014

RELATED SKILLS: Proficiency in Microsoft Office, Word, Excel, PowerPoint, Sales Force