**Isai Mena**

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**EDUCATION**

**University of Houston, C.T. Bauer College of Business**  Houston, Texas

*Bachelor of Business Administration in Finance, Certificate in Real Estate* May 2022

* **Cumulative GPA**: 3.3/4.0
* **Honors and Awards**: Ted Bauer Leadership Certificate Program.

**PROFESSIONAL EXPERIENCE**

**JLL - Jones Lang LaSalle** Houston, Texas

*Brokerage Intern - Land/Retail Advisory* June 2021 – August 2021

* Door-to-door sales to 15 office tenants for opportunity to develop own office building at a vacant land for sale
* Conducted cold calls to brokers and landlords of RV parks to expand their business operations on more land
* Shadowed manager in negotiation and planning for a YMCA building redevelopment
* Sourced and created multiple lists of available land in Houston city limits for developers and end users

**Keller Williams Commercial** Houston, Texas

*Real Estate Assistant* November 2019 – May 2020

* Utilized Dotloop to prepare over 30 pre-listing presentations, listing agreements, and comparative market analyses
* Developed and deployed marketing collateral to promote properties and drive sales by 15%
* Maintained efficient office operations by executing all errands and administrative functions

**Siren and Outloud Marketing** Houston, Texas

*Team Leader Corporate Ambassador* June 2019 – August 2019

* Represented multiple Houston wireless services companies and credit unions as a corporate ambassador
* Delivered over 20 promotional activities to increase brand awareness by 20%
* Created and contributed marketing material to social media accounts

**LEADERSHIP & AFFILIATIONS**

**Rotaract District 5890** Houston, Texas

*Vice President* September 2019 – Present

* Gathered students to serve in our community like cleaning parks, planting trees, homeless food drives and 5th Ward neighborhood park restoration

**University of Houston Undergraduate Real Estate Scholars** Houston, Texas

*Director of Marketing* September 2018 – Present

* Develop and implemented marketing strategy
* Manage social media marketing strategy and content marketing

**Cougar Leaders Association – University of Houston** Houston, Texas

*Founder and Media Manager* November 2019 – March 2020

* Founded first leadership development focus organization at UH with other executive board officer
* Developed marketing content such as promotional materials, website, and social media for brand exposure

**Global Business Brigades – University of Houston Bauer Chapter** Pueblo Nuevo, Panama

*Business and Financial Consultant Volunteer* May 2019 – June 2019

* Consulted with micro-businesses in Panama and took part in the economic transformation of underserved communities
* Developed financial literacy and character-building workshops to enhance students in over five schools
* Initiated an organic farming business for clients to increase household income and strengthened surrounding communities

**SKILLS & INTERESTS**

**Language:** English (Fluent), Spanish (Native)

**Application Proficiencies:** Proficient in CoStar, Dotloop, Microsoft Suite, MLS

**Interests:** Fitness, outdoors, reading,