

WILEY GROSS

Atherton, CA 94027 · (812) 493-8037 · wiley.gross@menlo.edu · [LinkedIn Profile](#)

EDUCATION

MENLO COLLEGE, *ATHERTON, CA*

EXPECTED MAY 2022

B.S. IN BUSINESS MANAGEMENT (REAL ESTATE CONCENTRATION)

- GPA: 3.6

RELEVANT COURSEWORK:

- Financial Management
- Personal Finance
- Business Communication
- Organizational Behavior
- Commercial Property Real Estate
- Introduction to Real Estate
- Real Estate Finance
- Real Estate Law

RELEVANT EXPERIENCE

RESEARCH & MARKETING INTERN, CREO (BIOBULB)

08/2021 - PRESENT

- Provide research materials for external use
- Launch green technology solutions in real estate
- Create partnerships with adjacent industries

VICE PRESIDENT & TREASURER, REAL ESTATE CLUB

02/2020 - PRESENT

- Organize club events
- Request, balance, and utilize funding

COMPETITOR, NAIOP 2021 CASE STUDY COMPETITION UNIVERSITY CHALLENGE

11/2021

- Develop a new property
- Produce a written & oral presentation

PROJECT MANAGER, YANCY PROFESSIONAL TRAVEL

01/2019 - 01/2019

- Manage itineraries for lawyers and bankers
- Book hotels, cars, and flights
- Responsible for client's credit cards

ADDITIONAL WORK EXPERIENCE

HOST, BRITISH BANKERS CLUB

02/2020 - PRESENT

PEER TUTOR FOR WRITING, MENLO COLLEGE

01/2020 - PRESENT

BARISTA, THE RED INC. (THE RED ROASTER CAFÉ & EATERY)

12/2017 - 05/2021

FOOD RUNNER/KITCHEN ASSISTANT, THE RED INC. (THE RED ON MAIN)

06/2020 - 08/2020

ACTIVITIES & VOLUNTEER WORK

MEMBER, WILD - WOMXN IN LEADERSHIP DEVELOPMENT

09/2019 - PRESENT

ASSISTANT, TEDxMENLOCOLLEGE

09/2019

FACILITY CARETAKER, 9 LIVES FOUNDATION

09/2019

SKILLS

- Presentation Skills
- Business Quality Writing and Communication
- Critical Thinking
- Team Spirit
- Leadership
- Flexible/Adaptable
- Creative & Detail Oriented
- Strategic Organizing and Planning

HOBBIES

- Brazilian JiuJitsu
- Competitive and Recreational Tennis
- Outdoor activities (e.g., hiking and fishing)