

# KELLEE TOM

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## EDUCATION

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### **MARQUETTE UNIVERSITY (2007 – Present)**

Milwaukee, Wisconsin

Bachelor of Business Administration, Real Estate and Finance

Expected Graduation (May 2011)

### **ST. ANDREW'S PRIORY SCHOOL FOR GIRLS (2000- 2007)**

Honolulu, Hawaii

## EXPERIENCE

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### **INLAND COMPANIES**

(October 2009- February 2010)

Office Broker Intern

- Contacted prospective office tenants in the Greater Milwaukee area through means of cold-calling and targeting marketing campaigns.
- Was in charge of Bayshore Mall, Third Ward, and Downtown office leasing
- Created call lists for property owners and landlords
- Used WinStack, Xceligent, and REA on a daily basis
- First Intern at Inland to ever get leads off of cold-calling

### **SIEGEL-GALLAGHER INC.**

(December 2008- October 2009)

Real Estate Intern

- Inputted new properties, tenants, and contacts into REA daily
- Helped put together marketing material
- Assisted the President of company with various day-to-day projects

## ACTIVITIES & EVENTS

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### **EISENBERG FOUNDATION CAREER DAY**

(October 20-October 21 2009)

Chicago, Illinois

- 100 Real Estate students met with Chicago Real Estate Professionals and learned about the Real Estate careers

## CLUBS & ORGANIZATIONS

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### **MARQUETTE REAL ESTATE CLUB**

(August 2008 – Present)

Member

## REAL ESTATE SOFTWARE EXPERIENCE

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- REA
- Xceligent
- WinStack
- Argus