

James Zubizarreta

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EDUCATION

Texas A&M University, Mays Business School
Master of Real Estate

College Station, Texas
May 2024

Texas A&M University, Mays Business School
Bachelor of Business Administration in Finance
GPA: 3.31/4.0

College Station, Texas
December 2022

Wharton County Junior College
Business Administration
GPA: 4.00/4.0

Sugarland, Texas
May 2020

EXPERIENCE

Read King

Development Intern

Houston, Texas
May 2023 – Present

- Submitted \$2.7 million reimbursement package to an engineer with Fort Bend County for audit and payment of frontage road project for legacy retail development
- Accounted for \$11 million in publicly reimbursable wet utilities costs for a legacy retail development project and created a cost summary to present to Municipal Utility District officials
- Engaged in several meetings discussing due diligence about shared detention, easements, and land acquisition
- Managed tenant coordination for grease trap MUD compliance for 3 in-line retail buildings by calling several tenants and their contractors before submitting an Excel status table to the MUD Engineer
- Researched market data from ArcGIS and IBISWorld for a new restaurant concept
- Budgeted public and private paving infrastructure for a proposed development
- Analyzed and recreated PDFs of pro formas from previous developments into Excel

Transwestern

Research and Investment Analytics Intern

Houston, Texas
June 2022 – July 2022

- Compiled contact information of potential tenants for 390,000 SF life sciences development
- Created 5-minute summary about shrinking cap rate spreads, national multifamily supply shortfall of units, and returning occupancy to office for Transwestern's presidents and managing directors
- Recorded Excel tutorials videos for using Trepp and Real Capital Analytics software programs
- Researched 100+ news articles to add to Transwestern's database and wrote an e-blast for Houston office
- Edited medical office stacking plans for 23 submarkets in Houston MSA and entered information from over 200 leases found in deal sheets into Transwestern's lease tracker database
- Learned about Houston real estate market from leasing brokers and mixed-use, office, and life sciences tours

Coyote Ecommerce

Sole Proprietor

eBay surplus automotive parts store

Houston, Texas
April 2016 – August 2020

- Founded an online automotive parts business that amassed over 6,800 sales orders and \$105,000 in revenue with 33% net profit margin
- Performed analysis to research and identify inventory to purchase
- Managed approximately \$10,000 of inventory using software applications
- Maintained high seller feedback rating of 99.7% from 2,578 customers by addressing and solving customer inquiries via eBay messages in a timely manner

SKILLS, ACTIVITIES & INTERESTS

Certifications & Training: REFM Certification in Excel for Real Estate - Levels 1 - 3, With Distinction

Technical Skills: Bluebeam, CoStar, LandVision, Microsoft Project, Microsoft SharePoint, Microsoft xRM

Activities: ACRE Lead, MSC Townhall Member, Big Event Volunteer, ATC Transfer Camp Counselor