

# Zakary Richards

(254) 855-2961 | Waco, Texas | [zakrrich21@gmail.com](mailto:zakrrich21@gmail.com) | [www.linkedin.com/in/zakary-richards](http://www.linkedin.com/in/zakary-richards)

## EDUCATION

### Texas A&M University, Mays Business School

*Master of Science in Real Estate*

GPA: 4.0

College Station, Texas

May 2024

### Texas A&M University, Mays Business School

*Bachelor of Business Administration - Finance*

GPA: 3.81

*Honors: Dean's Honors List, Magna Cum Laude*

College Station, Texas

December 2022

## EXPERIENCE

### Junction Commercial Real Estate

*Development and Investment Analyst Intern*

Houston, Texas  
May 2022 – August 2022, May 2023 – August 2023

- Utilized Excel to conduct feasibility/due diligence studies for projects and compiled all information into a concise memo
- Maintained up-to-date information for requirement tracking, competitive sets, and daily general market research
- Created a tax study in excel for pro-forma purposes, and created a cost to operate model for a client utilizing an office space
- Partook in and lead an OAC call for an active industrial development, and also developed relationships with city officials, engineers, capital markets brokers and surveyors
- Delivered on an assortment of projects including lease abstract creation, market surveys for clients, equity summaries, term sheet reviews, and easement identification/releases from title commitments and surveys

### Academy Capital Management

*Operations Associate*

Waco, Texas  
May 2020 – January 2021

- Reviewed and organized client information to ensure decision-makers had the necessary information required to make educated decisions
- Managed accounts by facilitating money distributions daily
- Assisted in multi-leveled processes of transferring all accounts from one custodian to another

## LEADERSHIP & INVOLVEMENT

### One Army, Texas A&M University

*Candidate Class Advisor, Lead Marketer for Gladiator Dash*

College Station, Texas  
September 2021 – Present

- Directed peers in professional and personal development by orchestrating speaker events, weekly meetings, social events, professional development activities, and a mentorship program
- Worked with a 5-person team in order to organize and market philanthropic 5k mud run which raised \$75,000 for boys and girls home in the Bryan/College Station area (Still Creek Ranch)
- Mentor at-risk children through weekly visits at a local philanthropy to encourage strong values and commitment to their schooling, friendships, and faith

### Masters of Real Estate Society, Texas A&M University

*Development Committee Lead and Graduate Teaching Assistant*

College Station, Texas  
August 2023 – May 2024

- Assist in the instruction and grading of Real Property Finance – Graduate Levels Course
- Coordinated admin items and created marketing materials for the Director of MRE and Associate Head of Finance
- Coordinated speakers for the Development Committee to come and discuss industry topics 4x a semester
- Presented the ins-and-outs of all thing's development to active and prospective MRE students

### Freshmen Leaders Establishing Excellence, Texas A&M University

*Mentor and Social Committee Chair*

College Station, Texas  
August 2019 – May 2020

- Served alongside A 12-person team to plan multiple philanthropic/social events to support various A&M organizations
- Mentored and supported 4 freshmen during my sophomore year at Texas A&M to encourage healthy transition to college with academics and social life
- Underwent intensive training through the university to mitigate organizational, financial, and personal risk
- Attended leadership workshops to develop mentoring skills and more effectively serve mentees

## SKILLS, ACTIVITIES & INTERESTS

**Technical Skills:** Basic Proficiency in QuickBooks, Adobe Acrobat, Investment Accounting Software, Microsoft Office Suite Products and Docusign

**Activities:** Still Creek Ranch Mentor, Brazos Valley Food Bank Volunteer, Lead Marketer for Gladiator Dash Mud Run, Competitive Intramural Participant

**Interests:** Aggie Football, Mixed Martial Arts, Basketball, Traveling, Commercial Real Estate and Watching Movies