

UTD REAL ESTATE RESUME BOOK

*Do You Want Your Resume Sent to
Over 5,000 CRE Professionals?*

March 30

- Upload your resume in PDF format to UTD Box
- Click to upload resume | <http://tinyurl.com/ywfkjza>



Scan to
upload
resume

CMC

- JSOM Career Management Center (CMC) will review your resume and provide suggested edits. CMC will @tag you in Box comments which will trigger an email from noreply@box.com and notify you that resume is ready for revisions.

April 14

- Use Box option to “Upload New Version” (*menu button with three dots*) with your revised resume. CMC will @tag student name and Kelly Holden to notify that document has completed review. **NO LATER THAN APRIL 14.**

April 30

- Next, email Kelly Holden Kelly.Holden@utdallas.edu indicating if you are seeking an internship and/or a permanent job. Also, include the area(s) of real estate you are interested in pursuing e.g. Brokerage, Financial Analyst, Marketing, Property Management, Lender or Real Estate Investments. *You can select more than one.*



Herbert D. Weitzman
Institute for Real Estate

