

BANKE ABIOYE

510-406-3230 • banke.abioye@berkeley.edu • linkedin.com/in/banke-abioye

EDUCATION

University of California - Berkeley, College of Environmental Design

May 2020

Master of Real Estate Development + Design

- Key Courses: Real Estate Development Economics, Land Development Law and Regulations, Real Estate Development Finance, Project Management Case Studies, Methods of Project Analysis – Affordable Housing, Negotiations and Conflict Resolution, Community Engagement, Real Estate Investment and Market Analysis, Intro to Construction
- College of Environmental Design Fellowship Recipient; California Homebuilding Foundation Scholarship Recipient; Jon Q. Reynolds Real Estate Entrepreneur Fellowship Recipient; Falik Family Graduate Fellowship Recipient; Graduate Student Council Member; VP of Entrepreneurship and Women's BREC at Berkeley Real Estate Club; Co-Chair of 2019 Cohort ULI SF Student Scholars; Bank of America Low-Income Housing Challenge

University of Chicago, Chicago, IL

June 2012

Bachelor of Arts, Comparative Human Development

- Health Leads (Intake Specialist Volunteer)
-

EXPERIENCE

City of Emeryville, Emeryville, CA

2020-Present

Intern, Economic Development and Housing

- Create evaluation tool to aid the Housing Committee with assessing and scoring development proposals submitted in response to RFPs
- Evaluate and advise the Housing Committee on proposals submitted in response to an RFP for affordable housing program assistance consultant
- Analyze land use permit applications and review development plan amendments
- Draft and edit the exclusive right to negotiate agreement for an affordable rental housing development project
- Initiate special projects geared towards supporting Emeryville's businesses, including researching and coordinating recycling program for biotechnology lab waste
- Manage B-E BIO website to include up-to-date information about initiatives and resources pertaining to economic development

City of Burlingame, Burlingame, CA

2019

Development Consultant

- Developed a proposal to transform surface parking lots and develop luxury senior housing on publicly owned land in Burlingame, CA
- Led market research and analysis to determine market supply, demand, and absorption rates for luxury senior housing in Burlingame and surrounding areas
- Held reviews with city planners, architects, and delivered final presentation to Burlingame city planners and council members

Merrill Lynch, Oakland, CA

2018-2019

Financial Advisor

- Synthesized complex investment information and strategies and relayed to clients in an accessible manner
- Assessed client needs and recommended investment products and services to meet client investment objectives
- Communicated nuances between various investment vehicles and portfolios to empower clients to devise sound investment strategies
- Developed comprehensive intake process to successfully design highly customized investment solutions based on clients' goals
- Demonstrated expertise with Social Security planning and coached clients through benefits process

Represented Leadership, Berkeley, CA

2018-2019

Head of Operations

- Adopted and integrated task management, communications, time tracking, invoicing, and payment software to promote operation efficiency
- Executed online outreach and fundraising campaigns, engaging over 500+ people
- Created monthly newsletter highlighting milestones to promote donor awareness and commitment
- Developed and implemented candidate review and onboarding process for new employees and program fellows
- Designed professional development lesson plans to facilitate skill development amongst program fellows

Warren Real Estate, Ithaca, NY**2017-2018*****Transaction Coordinator (Jill Burlington Team)***

- Assisted with 35 property transactions valued at \$13,250,000 from executed purchase agreement to closing with a multi-million dollar producing team
- Prepared all documents required for completion of purchase-and-sales agreements and finalization of sales
- Produced comparable market analysis reports to assist clients with strategically setting home price and created listings on MLS
- Corresponded and worked closely with third party vendors including attorneys, county registrars, and lending institutions to complete transactions
- Formulated and executed solutions to mitigate contingency delays and maintain timely escrow closing
- Implemented and operated customer relationships management tool to strengthen client engagement and develop lead pipeline

MyGuru, Chicago, IL**2015-2017****Managing Tutor**

- Coordinated and led innovative recruitment strategy to successfully identify, recruit, and train 47 new tutors
- Utilized digital communication tools, scheduling apps, and lesson planner organizer to oversee and manage a team of 50 tutors and 75+ clients
- Collaborated with tutors to design engaging and innovative program of study for young adult learners
- Assembled monthly reports on client acquisition, tutor-client engagement, and client academic achievement stories

Ceridian, Rosemont, IL**2013-2014*****Associate Implementation Consultant***

- Managed full implementation lifecycle for mid-market clients, including gathering requirements definitions, solution design, configuration, unit and integration testing, training and final deployment of cloud-based web applications
- Designed and developed custom work-around solutions for clients with unique system needs for the Benefits module
- Managed data manipulation and integration into live systems for companies with 500-800 employees
- Prepared instructive documents and delivered in-person and web-based trainings to company executives

ADDITIONAL

- **SOFTWARE APPS:** MS Excel, Adobe InDesign, Sketchup, Rhino, Revit, Photoshop, Illustrator, ARGUS Enterprise
- **LICENSES:** Series 7, Series 66, CA Real Estate Salesperson, CA Insurance Agent