

Carlos A. Castillo

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SKILLS

Bilingual: Spanish and English

Technical: Microsoft Word, Google Docs, Microsoft PowerPoint

Basic knowledge: HTML, SQL, Python

EDUCATION

Instituto Iberoamericano San Patricio

Grade: 82/100

High School

2022 - Present

Honors & Awards

UACJ's Science Contest participant

LEADERSHIP

Archery City Contest 1st Place

Spring 2023

- Attended to practice 4 days weekly to develop my technique and concentration and in between my team we helped each other for our progress.
- Helped 3 older participants and 4 younger participants with basic technique and concentration and received.
- Coached and mentored a teammate to enhance his focus and concentration skills towards achieving a good shot to the target. This made his shot 15% more accurate.

Archery State CONADE Contest 2nd Place

Spring 2023

- Collaborated closely with teammates to coordinate practice sessions, ensuring optimal performance and skill development leading up to the tournament.
 - Demonstrated effective communication skills by facilitating open discussions and fostering a supportive team culture, enabling the sharing of tips, strategies, and feedback among team members.
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PROFESSIONAL EXPERIENCE

Customer Service

Spring 2015

Chihuahua, Chihuahua

- Developed strong interpersonal and communication skills while providing excellent services to a diverse range of customers, accurately processing transactions, handling cash, and resolving customer inquiries and concerns in a professional and efficient manner.
- Demonstrated exceptional customer service by ensuring a positive and welcoming experience for every individual, and actively listened to the needs, addressed their questions, and provided assistance, fostering a friendly and supportive environment.
- Collaborated closely with 2 team members to maintain a smooth workflow and contribute to a positive work environment. This helped the business in a 10% efficiency.