

Cristhian Piraquive

Executive Secretary

An educated professional with plenty of team-oriented experience, technical proficiency, and bilingual fluency in English and Spanish. Trained to work under pressure, accustomed to meeting and maintaining deadlines, while rapidly and constantly learning from constructive criticism.

Education

- 12-2017** **University of Central Florida, Orlando, FL**
BA in Digital Media
3.6 GPA
Fields of Study: Intro to Programming, Concepts of Computer Science, Digital Cultures and Narrative, Computer as a Medium, Media Business Practices, Game Design Workshop I & II.
Team Projects: Star Struck, CyberRekall, Somewhere Out There, Villainous.
Achievements:
- **Dean's List from 2015-2016**
 - Awarded the John C. Hitt Scholarship of \$1,000 for the Summer term
 - Star Struck can be downloaded and is playable on mobile devices through the Google Play Store.
- 12-2014** **Valencia College, Orlando, FL**
AA in General Studies
3.6 GPA
Fields of Study: English Composition I & II, Principles of Macro Economics, Intro to Computer Software, Essentials of Computer Maintenance.
Extracurricular activities & Achievements:
- SLS Community Service Experience volunteering for "Give Kids the World," with a team of student and mentor engineers during the Spring of 2014.

Awards and Honors

- Summer 2016** John C. Hitt Summer Scholarship
Spring 2015 Dean's List, University of Central Florida
Spring 2016 Dean's List, University of Central Florida
Fall 2016 Dean's List, University of Central Florida

Work Experience

- 07-2014 – 11-2014** **Runner - Park to Fly | Orlando, FL**
- Responsible for successfully parking and retrieving customer vehicles
 - Maintained organized records of customer parking tickets and vehicle keys
 - Ensured that each vehicle would leave the grounds with right owner
 - Responsible for any contents/valuables inside each vehicle
 - Responsible for the health and condition of each vehicle
 - Collaborate with other employees to generate an efficient workflow

Personal Info

Location

Orlando, FL 32822

E-mail

cpiraquive07@gmail.com

Languages

Spanish

Skills & Competencies

Technically Proficient

Teamwork Experience

Interpersonal Skills

Detail Oriented

Organized

Communication Skills

Adaptable

Multitasking

Technical Proficiencies

Microsoft Office Software

Internet Accessibility

Rapid Typing Proficiency