



# PATRICIO VARGAS

patriciovargaslopez@gmail.com | 6236334243 | Litchfield Park, AZ 85340

## Summary

---

Proven Operations Manager with a track record of enhancing financial and operational efficiency at Ms Wool Company. Leveraged expertise in budget development and strategic planning to optimize procurement processes. I demonstrate strong decision-making and organization skills, with a knack for data-driven adjustments and finance management.

## Skills

---

- Marketing
- Budget development and management
- Strong decision-making
- Organization
- Budgeting and forecasting
- Expense reports
- Strategic planning
- Business development
- Finance management
- Data entry

## Experience

---

Ms Wool Company | Phoenix, AZ

**Operations Manager**

01/2024 - 01/2025

- Facilitated company financing and procurement using QuickBooks to efficiently track and categorize expenses.
- Analyzed seller data to drive informed decisions and adjust purchase strategies for the upcoming months.

America Family Properties LLC |

Goodyear, AZ

**Property Management Assistant**

11/2022 - 09/2024

- Collected and maintained comprehensive records of tenant rent transactions.
- Oversaw and monitored costs associated with property repairs.

Panda Express | Litchfield Park, AZ

**Cashier**

12/2020 - 08/2022

- Experienced in handling transactions, processing payments, and providing excellent customer service.
- Skilled in POS systems, cash management, and maintaining an organized workspace.

## Education and Training

---

Arizona School of Real Estate & Business | Scottsdale, AZ

**Real Estate Course Certificate**

06/2023

Canyon View High School | Waddell, AZ

**High School Diploma**

05/2023

Arizona State University | Tempe, AZ

**Some College (No Degree)** in Business Administration

## Languages

---

English:



Native/ Bilingual

Spanish:



Full Professional