

Jacqueline Rodriguez

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Education

Bachelor of Science in Digital Media, May 2021.
University of Houston-Main, Houston, TX

Associates of Arts, May 2017.
Houston Community College, Houston, TX

Experience

February 2021-

Manager

El Gato Coffeehouse, Houston, TX

- Making a variety espresso drinks & tea
- Checking in customers and creating reservations
- Feeding, cleaning and giving flea medication to cats
- Posting social media posts
- Adoption Coordinator

December 2020-
February 2021

Barista

Hella Bubble, Houston, TX

- Making a variety of drinks
- Card and cash transactions
- Greeting customers and welcoming them

August 2019-
May 2021

Manager/Barista

Shasta's Cones & More, Houston, TX

- Inventory and ordering
- Creating employee's schedule
- Planning special events for shop

Skills

- Bilingual in Spanish and English
- Microsoft Office Suite (Word, Excel, Outlook, Powerpoint)
- Adobe Creative Cloud
- Google Ads Display Certification
- Experience using Canva and Sprout Social