Enterprising Sophomore at Eastern Connecticut State University majoring in Mathematics & Economics. Seeking an opportunity where I can attain experience in the Finance field. Previous work experience includes labor, customer service and banking. Offering exceptional work ethic.

**SUMMARY OF QUALIFICATIONS**

* Effective team leader and member that functions well under pressure with strong management skills.
* Outstanding talent for assessing people's needs and connecting with resources.
* Strong writing skills include the ability to document results of research and analysis.
* **Bilingual**, can fluently read and write in **Spanish & English**.
* Dedicated to professionalism and highly motivated toward goal achievement.
* Earned a reputation for excellence, consistently providing high quality service.

**EDUCATION**

**B.S. Mathematics and Economics,** Eastern Connecticut State University, Willimantic, CT **May 2023**

**Honors:** Dean’s list (Fall 2019, Spring 2020, Fall 2020)

**COURSE WORK**

Calculus 1-3; Macro & Micro Economics; Discrete Structures; Accounting 1; Linear Algebra; Statistics (**R**)

**EXPERIENCE**

**Eastern Connecticut State University,** Office Assistant, Willimantic, CT **August 2020-Current**

* Maintained inventory by checking stock to determine supply levels, expedited orders and delivered materials to workstations.
* Provided exceptional customer service by appropriately answering student concerns.
* Utilized Microsoft software; Outlook, Word, Excel to organize student records and send out emails.

**Webster Bank**, Universal Associate Banker, East Hartford, CT **May 2020- August 2020**

* Operated programs like ‘OneTouch Teller’ and ‘Sales & Services’ to come up with solutions for customer transactions.
* Opened savings and checking accounts, guided clients through credit card applications.
* Assisted Spanish speaking customers that needed translation.
* Handled mortgage, loan, and credit card payments through ‘Elan Financial Services’.

**Dairy Queen**, Crew Member, East Hartford, CT  **December 2018- August 2019**

* Showcased teamwork by getting orders done in a timely fashion
* Facilitated good customer service by distributing promotional offers to customers
* Handled all financial transactions including credit, debit, gift cards and cash

**ADDITIONAL EXPIERENCE**

**Target** Seasonal Employee (11/20-02/21) **| East Hartford Parks & Rec** Lifeguard (04/19-08/20) **| UPS** Seasonal Driver Helper (11/19-05/20) **| Amazon** Factory Worker (03/20-04/20) **|Dunkin Donuts** Crew Member (01/18-08/18)

**ACTIVITIES**

* Finance Club 2019- Present
* Men Achieving Leadership Excellence & Success, **(M.A.L.E.S)** 2019- Present
* Organization of Latin American Students, **(O.L.A.S)** 2019- Present
* Mathematics Club 2019- Present
* Division III Cross Country, Indoor & Outdoor Track 2019- Present