Rising Junior 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 financial and customer service, and banking. Offering exceptional work ethic.

**EDUCATION**

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

**Honors:** Dean’s list (Every semester) **GPA: 3.67/4**

**Course Work:** Calculus 1-3; Macro & Micro Economics; Discrete Structures; Accounting 1; Statistics (**R**)

**SUMMARY OF QUALIFICATIONS**

* **Bilingual**, can fluently read and write in **Spanish & English**.
* 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.
* Dedicated to professionalism and highly motivated toward goal achievement.
* Earned a reputation for excellence, consistently providing high quality service.

**EXPERIENCE**

**State Of Connecticut**, Financial Clerk, Hartford, CT  **May 2021- Current**

* Processed refunds to businesses and customers who filed rejected apostilles/paperwork.
* Organized agency bookkeeping and financial records; maintained cash journals and ledgers and assisted in preparing financial statements and budget.
* Prepared excel sheets for the assets of the: business, IT, and commercial recording departments.

**Eastern Connecticut State University,** Office Assistant, Willimantic, CT **August 2020- May 2021**

* 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 handle customer complications.
* 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’.

**ADDITIONAL EXPIERENCE**

**Target** Seasonal Employee (11/20-02/21) **| EH Parks & Rec** Lifeguard (04/19-08/20) **| UPS** Seasonal Driver Helper (11/19-05/20) **| Amazon** Factory Worker (03/20-04/20) **|Diary Queen** Crew Member (12/18-05/19)

**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
* National Association 2019- Present
* Division III Cross Country, Indoor & Outdoor Track 2019- Present
* Prospanica