

KEVIN GALLEGOS

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Professional Summary

With 2+ years in Leadership and Sales at previous positions I'm able to take initiative and be a leader when needed and well trained in open communication to actively support others. Computer savvy professional with exceptional customer-friendly attitude and well experienced in team collaboration skills. Bilingual individual with proven abilities handling tasks simultaneously while delivering service with a smile.

Accomplishments

-Leadership and Communication

I have experience with Leadership, Communication and reliability. I'm ready to take any task and work with peers while having a friendly attitude and professional drive.

-Computer Science

In pursuit of a CS degree, I have become fluent in a majority of computer Science languages such as C, C++, and Javascript. Programming projects can be found on my GitHub above.

Website: <https://kevingallegos2003.github.io/Website/>

Skills

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|------------------------------------|------------------------------------|
| • Administrative Support | • Multitasking and Prioritization |
| • Data Entry and Database Software | • Game Programming |
| • Programming troubleshooting | • Customer Service-Oriented |
| • Open minded Collaboration | • Public Relations and Sales |
| • Leadership skills | • Group and Individual Instruction |
| • Public speaking | • Staff Management |

Work History

Saleman, 09/2024 to 07/2025

Beckmann's Old World Bakery – Santa Cruz, CA

- Load and drive company trucks to various markets across the bay area for long hours
- Meet market quotas and provide excellent customer interactions to drive sales and engage with the community
- Manage market profit and log data through software while also making orders for the following week

Camp Counselor/Head Counselor, 06/2023 to 07/2024

OVY Camp

- First begun position during June 2022-July2022 Season
- Provided coaching and mentoring to employees.
- Worked with children of varying age, interest, skill and developmental levels.
- Led groups of children safely through variety of camp activities.
- Collaborated with other camp counselors to design fun and enriching learning activities for campers.
- Supervised pre-planned field trips and followed established safety guidelines to minimize campers' accident and injury risks.
- Kept accurate records on participants' activity attendance, disciplinary actions and medication usage to improve camper documentation.
- Supervised groups of children in log cabins for sleepaway camp.
- Resolved conflicts that arose between campers.
- Communicated with parents about campers' activities and reported concerns and suggestions to supervisor.

Front Desk Receptionist, 06/2021 to 09/2021

George M. Silliman Community Activity Center

- Answered calls from customers about hours and other questions on the facility.
- Cleaned and wiped surfaces at front desk and in-door gym.
- Assisted any customers with questions or concerns.
- cleaned family bathrooms and lockers.
- Took note of schedule and recreational hours to present to customers who need too.
- Sold memberships and created customer profiles and credentials for new members.
- Help small events setup and assist them.

Education

Bachelor of Science: Computer Science: Game Design, 06/2025

University of California, Santa Cruz - Santa Cruz, CA