

# Isaac Funes

College Station, TX 77840

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Authorized to work in the US for any employer

## Work Experience

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### **Student Ambassador**

The Association of Former Students - College Station, TX

August 2022 to December 2022

By working as a Student Ambassador for The Association of Former Students, I gained valuable experience in effectively communicating with alumni, stewarding fundraising efforts, and maintaining accurate records. Through my strong oral and written communication skills, institutional knowledge, and goal-oriented mindset, I contributed to the success of the team and fostered alumni engagement.

Responsibilities:

- Called former students of Texas A&M University on behalf of The Association of Former Students, delivering institutional updates and fostering alumni engagement.
- Utilized an automated calling system to efficiently and effectively reach out to alumni, maintaining a professional and enthusiastic approach.
- Updated and maintained accurate contact information of alumni, ensuring up-to-date records for future communications.
- Collaborated with a team of Student Ambassadors to achieve collective fundraising goals and foster a supportive working environment.
- Exhibited insightful knowledge of Texas A&M University, showcasing a deep understanding of its programs, history, and achievements.
- Provided exceptional customer service to alumni, addressing inquiries, concerns, and providing a positive experience.

### **Apprentice**

PRECISION CONTRACTING - San Antonio, TX

June 2020 to August 2021

As a Construction Laborer, I actively participated in construction projects during the summer of 2021. Working on various construction sites, my responsibilities primarily involved demolition, cleanup, and collaboration with other team members. I effectively contributed to the smooth functioning of the construction process, ensuring a safe and efficient work environment.

Responsibilities:

- Demolition: Executed demolition tasks as per project requirements, including dismantling structures, removing debris, and clearing the work area.
- Cleanup: Assisted in maintaining cleanliness and organization on construction sites, ensuring a hazard-free environment and facilitating smooth workflow.

- Collaborative Work: Worked closely with fellow laborers, construction workers, and supervisors to accomplish project goals and complete assigned tasks within designated time frames.
- Material Handling: Assisted in the handling, transportation, and organization of construction materials, tools, and equipment as needed.
- Problem Solving: Identified and reported any potential hazards, safety concerns, or obstacles on the construction site, contributing to the overall safety and success of the project.
- Adherence to Schedules: Maintained punctuality and followed work schedules and instructions provided by supervisors, ensuring timely completion of assigned tasks.

## Education

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### **Student in Political Science**

Texas A & M University-College Station

August 2020 to Present

Lee High School - San Antonio, TX

August 2016 to May 2020

## Skills

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- Python (2 years)
- C++ (Less than 1 year)
- Adobe Photoshop (2 years)
- Adobe Premiere Pro (3 years)
- Computer Science (1 year)
- Cybersecurity (Less than 1 year)
- Content Creation (3 years)
- Video Production (3 years)
- Microsoft Word (10+ years)
- Microsoft Excel (6 years)
- Microsoft Powerpoint (10+ years)
- Microsoft Office (8 years)
- Microsoft Outlook (5 years)
- Video Editing (3 years)
- Adobe Lightroom (1 year)
- Adobe Creative Suite (2 years)
- iOS (10+ years)
- Spanish
- Social media management (5 years)
- HTML5 (1 year)
- CSS (1 year)
- JavaScript (1 year)

## Languages

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- English - Fluent
- Spanish - Expert

## Groups

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### **Real Estate Aggies in Leadership**

August 2022 to Present

REAL aims to empower students in taking control of their personal finances and planning for future financial success through Real Estate. It aims to provide valuable resources and insights to help students navigate their personal financial journey effectively. Through engaging speakers, we cover a wide range of personal finance topics, including an introduction to personal finance, the home loan process, building multiple income streams with platforms like Airbnb and VRBO, as well as overall personal finance tips for students and their post-collegiate endeavors.

Additionally, each presentation includes a Q&A session where attendees have the opportunity to learn more about the speaker's career path or skill set. This interactive segment offers valuable insights into various industries, including real estate and personal finance-related careers.

### **TAMU Content Creator Club**

August 2021 to Present

The TAMU Content Creators Club is an inclusive community that welcomes individuals who have a passion for content creation. Whether creative endeavors involve YouTube, TikTok, Instagram, or any other social media platform, this club is designed to support and connect like-minded individuals.

As a member, you have the opportunity to collaborate with fellow content creators, fostering an environment of inspiration, learning, and growth. The club encourages feedback and constructive criticism, allowing members to receive valuable insights and enhance their work through the collective expertise of the community.