

Manuel Fernandez

951-662-4990
msfernandez1@cpp.edu

Education

California State Polytechnic University, Pomona, California

Business Administration – Marketing Management

Career Track: Professional Sales/Sales Management

Expected Graduation: Spring 2026

San Bernardino Valley College, San Bernardino, California

Associate in Science for Transfer in Business Administration

Graduated: Spring 2024

GPA: 2.0

Experience

Mobile Experts, San Bernardino, CA

Assistant Manager

June 2022 – August 2024

- Managed daily operations including opening/closing, cash handling, and inventory management.
 - Independently ran the shop multiple days per week, ensuring smooth operations in the owner's absence.
 - Provided excellent customer service and resolved client inquiries and issues.
 - Handled scheduling, vendor communications, and kept a clean store environment.
 - Processed transactions, balanced registers, and maintained financial records.
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Internship Experience

Making Hope Happen Foundation, San Bernardino, California

Marketing Intern

January 2020 – June 2020

- Created a professional presentation to showcase the foundation's mission and impact.
 - Ensured branding consistency and contributed to compelling storytelling.
 - Designed appealing slides and persuasive content to attract investor interest.
 - Gained hands-on experience in nonprofit fundraising and stakeholder communications.
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Skills

- Customer Service & Communication
 - Sales & Marketing
 - Inventory Management
 - Presentation & Public Speaking
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Relevant Coursework

- Professional Selling
- Consumer Behavior
- Principles of Marketing Management
- Operations Management
- Business Analytics
- Business Calculus
- Market Analysis and Control
- Management Information Systems
- Principles of Management