

MARIA ISABEL PICHON CADENA

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EDUCATION

Madison College

Expected year of transfer- 2016

Madison, Wisconsin

West High School

High School Diploma- 2014

Madison, Wisconsin

WORK EXPERIENCE

Feb 15 – Present **AVID Tutor, MMSD**

- Tutor 7th & 8th grade middle students
- Help students develop critical thinking skills & high level questions in order to answer their point of confusion
- Help students with their homework after school

Oct 14 – Present **Brand Representative, Justice & Brothers**

- Customer Service- greet customers, assist customer find what they are looking for
- Keep store clean
- Organize clothes
- Cashier

Sep 14 – Present **AVID Tutor, MMSD**

- Tutor sophomore and freshmen high school students
- Help students develop critical thinking skills & high level questions in order to answer their point of confusion
- Translate English documents into Spanish

June 14 - Aug. 14 **Summer Intern, Wipfli LLP**

- Entered Information into a database called Imis
- Tracked clients in Microsoft's CRM.
- Did filing, printing, scanning
- Translate English documents into Spanish

SKILLS

▪Fluent in Spanish & English

▪Customer Service