Larisa Botello

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OBJECTIVE

To obtain a job opportunity where I can use and maximize my experience, strong organizational skills, educational background, and ability to work well with people.

EDUCATION

The University of Texas Rio Grande Valley   Edinburg, TX
Bachelor of Science in Computer Science with a minor in Business Administration   GPA: 3.57
Anticipated Graduation Date: May 2017
- Honor: Dean's List, Fall 2014 and Spring 2015

South Texas College   McAllen, TX
Associate of Arts in Interdisciplinary Studies   GPA: 3.85
Graduated: May 2014
- Honor: Magna Cum Laude

EXPERIENCE

UIL Department, La Joya Independent School District   La Joya, TX
UIL Coordinator's Assistant   August 2014 – Present
- Complete final tabulation and assist coordinator with ensuring the competition runs smoothly and successfully. Use Microsoft Excel spreadsheet to keep track of school's score points.

Shoe Carnival   McAllen, TX
Customer Service   February 2014 – June 2015
- Provided exceptional customer service, maintained sales floor and organized shoes to ensure customers found merchandise easily and cash handling. Assigned employee of the month for three different months within a year.

UTRGV U-PREP Program   Edinburg, TX
Residential Advisor   June 2015
- Supervised the students who were staying at the dorms and ensured their well-being and safety. Provided these students with academic tutoring necessary for their success. Ensured the students had a fun and rewarding experience at the summer camp.

LEADERSHIP & VOLUNTEER EXPERIENCE

Instructor at Church   2015 – Present
- Bible study instructor – elementary to high school students

Secretary for Institute of Electrical and Electronics Engineers   2015 – Present
- Keep all meeting records and serve as point of contact for members

High School Tutor   2011 – 2014
- Tutored classmates who were preparing to attempt the THEA, STAAR, and/or TAKS

Mission Regional Medical Center   Summer 2012 and 2013
- Assist registration clerks and nurses while consistently providing customer service

SKILLS

Language: Fluent in English and Spanish (Read, Write and Speak)
Computer: Proficient with Microsoft, Internet, Windows, Unix/Linux.
Programming Languages: C, C++, Java, JavaScript, XML, SQL, Prolog, CSS, HTML
Miscellaneous: Enthusiastic, knowledge-hungry learner, eager to meet challenges and quickly adapt new concepts.