

Sergio Javier Vela

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Objectives	To obtain admissions and scholarships to a university		
Education	2011-2015	Lyndon B. Johnson High School	Laredo, TX
	<ul style="list-style-type: none">▪ Graduation Date: June, 6, 2015▪ Class Rank: 27 out of 585▪ Grade Point Average: 3.7▪ Classification: Top 10%		
Professional Experience	June 2014 – Aug. 2014	Hawk Oilfield Service	Laredo, TX
	Office Assistant <ul style="list-style-type: none">▪ Handled monetary transactions▪ Answered telephone calls & filed invoices▪ Maintained a safe & sanitary work environment		
Languages	<ul style="list-style-type: none">▪ Fluent in English & Spanish (Read, write, speak)		
Programs	<ul style="list-style-type: none">▪ Distinguished Achievement Program (2011–2015)▪ Lyndon B. Johnson High School Human Services Academy (2011-2015)▪ Laredo Community College Dual Enrollment Program (2013-2015)▪ National Honor Society (2013-2015)		
Leadership	<ul style="list-style-type: none">▪ Cross Country Team Captain (2015)▪ Track and Field Distance Captain (2015)		
Extra-Curricular Activities	<ul style="list-style-type: none">▪ Lyndon B. Johnson High School Active Class Member (2011-2015)▪ Lyndon B. Johnson High School Track and Field (2011-2015)▪ Lyndon B. Johnson High School Cross Country (2012-2015)▪ University of Interscholastic League Mathematics (2013-2014)		
Community Organizations	<ul style="list-style-type: none">▪ Slaughter Park Amateur Soccer League U21 (2010-2013)		
Computer Skills	<ul style="list-style-type: none">▪ Type 68 WPM, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Adobe Photoshop, Windows 7 & 8		
References	Available upon request		