

Paulo Skochinski-Chavez

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EDUCATION

Hamline University-St. Paul, MN

Bachelor of Business Marketing & Business Management | Minor: Computer Science

GPA: 3.120 | Multiple Semester Honors | Collegiate Football Player

August 2022 – May 2026 (Expected)

EXPERIENCE

Co-President / Marketing & Events Manager

Hamline University Residence Housing Association (RHA) *August 2024 – Present*

- Spearheaded the marketing and execution of university events as Co-President, managing budgets exceeding thousands of dollars and ensuring high attendance, including events with over 600 participants.
- Led a team of student volunteers and committee members, fostering collaboration to deliver impactful campus-wide initiatives and implemented promotional campaigns to maximize event visibility and student engagement.

Economic Affairs Committee Member

Hamline University *August 2024 – Present*

- Oversaw strategic allocation of university funds, evaluating financial requests from student organizations to ensure equitable distribution.

Student Services Assistant

Hamline University Athletics *August 2023 – Present*

- Provided administrative support and strengthened communication skills while assisting a diverse student population and ensuring a welcoming environment for athletes, staff, and visitors.

Math, English, & Writing Tutor

Hamline Elementary *August 2022 – August 2024*

- Oversaw both in-class and one-on-one tutoring sessions for students in the second through fifth grades, enhancing their analytical, writing, and comprehension abilities.
- Led efforts to create engaging and individualized learning experiences, fostering academic growth and confidence in students.

Assistant Manager/Cashier Team Lead

Arby's – Mission Hills, CA *(Seasonal Work) July 2021 – August 2024*

- Led daily shift operations, including opening, closing, and cash reconciliation, ensuring accurate financial reporting and smooth team transitions.
- Led and trained a team of new hires, fostering a positive work environment and ensuring operational excellence.

TECHNICAL SKILLS

Programming Languages: Python, R

Soft Skills: Event Planning, Budget Management, Marketing Strategy, Leadership

VOLUNTEER WORK & ATHLETICS

College Football Player

Hamline University Football Team *August 2022 – Present*

- Active football player demonstrating teamwork, discipline, and leadership on and off the field.

Be the Match Volunteer

Hamline University *March 2023 – March 2024*

- Participated in blood donation drives, went door to door seeking new participants while raising awareness about bone marrow donation.

Wellsprings Four Square Church Volunteer

Wellsprings Four Square Church – Granada Hills, CA March 2020 – March 2021

- Volunteered with the food drive, packaging and distributing food to those in need, helping to serve the local community.