

***Yvette Carbajal***  
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I am a bilingual, bicultural, and motivated young Latina eager to become part of an innovative company. I have the ability to handle difficult situations, take charge and efficiently execute what comes my way. I am a quick learner. I am able to adapt to any environment that I may be placed in and have the ability to work well with others on expanding their skills in bettering the team as a whole.

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### ***Professional Skills***

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- Encourage innovation
- Friendly customer service.
- Quick and efficient learner.
- Relationship building
- Flexibility to change
- Ethical and civic-minded
- Can type 100 words per minute.
- Proficient computer skills –Google Docs, Google Classroom, outlook, Teams
- People management
- Strategic thinking
- Time efficient

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### ***Professional Experience***

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#### **Tesla**

2022-now

Working on the Trim line in Tesla has given me better adaptive communication skills and the ability to graduate my skills within working with different people. I've learned to take matters under my control and think quickly and efficiently at the moment to continue the flow of car transportation. I have a better understanding of the beauty of what goes inside these cars. I am open to moving around and learning new stations. Being on the trim has opened my knowledge of the whole concept of how a team of people is capable of building something so deliberate.

**Walmart**  
2020-2022

At Walmart I started as a cashier and gradually moved up to CSM(customer service manager) over the period of five months due to how committed and uplifting I am as a person.

As I got my promotion to be a CSM it has shaped me into a strong devoted woman. I encounter the skills of building trust within my people which develops integrity. I am a person of my word so if I say imma do something imma act upon it. For example every night I made sure the money was counted and everything on my to-do list was done that day. Being an eager person I love to demonstrate competence. Being great at what I do is essential. Competence inspires confidence in others and that has led me to build a strong team. Another big thing of mine is to motivate and support others. Focusing on building a professional relationship has made me aware of others' goals, values, and desires. To be the best leader I consciously work to support and motivate people by setting aside time to meet with team members and find ways to help them achieve goals.

**Spectra Gutter Systems**  
2018-2020

I am a bilingual counter sales Representative who is the backbone of this business, delivering excellent customer service and knowledge to long-standing customers. Some of the few roles that I held in this position was to provide exceptional customer service to all store customers. Assist both retail and wholesale customers with their questions and needs. Handle cash, credit card, and other purchasing transactions. Operate the store point of sale and inventory control system to search for parts and customer accounts, and to invoice and pull orders. Pull and prepare inventory orders for customer pick up or delivery. Effectively communicate features, benefits, and warranty policy information to customers. Demonstrate a positive, helpful attitude, professional conduct, and appearance at all times.

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***Education***

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**Del Valle High School**

**Del Valle, Texas**

Graduated

**Austin community college**

**Austin, Texas**

Graduated

**The University of Texas**

**Austin, Texas**

Still attending

2024

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