

# Alexander Cabrales

## Striving for Excellence

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**Objective:** To obtain a rewarding position that allows me to grow as an individual in my future career and personal life.

## Education

Bachelor of Science, Criminal Justice, Fall 2014

California State University, East Bay, Hayward, CA

## Experience

### Real Estate Law, Clerk at Ross Stores Inc., 2019-Current

Dublin, CA

- maintain a positive and professional manner.
- Scan print, organize, and file legal and correspondent documents pertaining to Real Estate Law

### ESL Tutor at Ohlone College, 2017-2018

Fremont, CA

- work closely with Ohlone faculty to tutor students in English reading and writing skills to achieve college level writing and reading.
- document persistent grammar problems and their solutions to efficiently help tutees.

### Crew member at In-N-Out, 2013-2016

Milpitas, CA

- sustained a clean working environment while providing excellent service to the customer.
- performed work task to maintain our business sustainability, as well as to serve the customer.
- adequately performed these tasks by completing the necessary functions required to service guest and keep the business running, efficiently.
- The positive result of performing these tasks is it increased and provided a productive team working environment.

## Skills

-Fluent in English and Spanish

-Advanced user of Microsoft Office applications

-Ability to read and write well

-Ability to comprehend verbal or written instructions well

-User of the 5S model

-Ability to learn and accomplish tasks thoroughly

-Ability to maintain strenuous physical tasks easily

-Basic understanding of IT, such as networking and security, with knowledge in computer programming, such as HTML, CSS, SQL, Python, and C++

## Personal Websites

<https://cabralescritique.com>

<https://alexandercabrales.com>

## References

Available upon request .