

CARLA MADRIZ

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EDUCATION

California State University, Fullerton, Fullerton, CA

Major: B.S. Computer Science

Minor: Mathematics

Expected Graduation Date: June, 2025

Coursework includes Calculus, Programming, and Logical Thinking

Peninsula Bridge Scholar - San Mateo, CA

- Engage in seasonal workshops and conferences that provide knowledge on executive life skills, career readiness, and networking opportunities presented by individuals from different career paths
- Engage in 1:1 advising to overcome academic, personal, and career barriers
- Establish and maintain a support team through relationships with fellow first-generation students

EXPERIENCE

Information Technology, Student Assistant

August 2022 - Present

- Troubleshooting software services offered on campus
- Assisted in setting up over 30 monitors in the Visual Arts department
- Offering support in any issues regarding account lockout

Starbucks, Supervisor

September 2018 - September 2023

- Memorized over 50 different recipes which included different seasonal drinks
- Provide excellent customer service in a fast-paced, demanding environment
- Serve as mentor to new employees; troubleshoot customer issues, encourage positive work environment
- Lead a shift in a high-volume store where the daily average was about \$5,000

Apple, CCTech Intern

May 2023 - August 2023

- Took on a role as a Project Manager
- Used different Apple products including Keynote, Pages, and Number
- Designed a prototype using Sketch
- Attended different workshops to understand different software used in Apple

Apple, CCTech Extern

July 2022 - August 2022

- Worked alongside product managers, engineers and designers to create a service blueprint
- Used different Apple products including Keynote, Pages, and Number
- Designed a diagram for an upcoming project that required many different components
- Attended different workshops to understand different software used in Apple

Sequoia One, Data Ops Intern

June 2021 - September 2021

- Used different computer applications such as Okta, Excel, and Canva
- Created Labor Law Posters and sent out at least 50 posters per day
- Tested out different accounts in order to make sure applications were running smoothly
- Managed termination papers and emailed about 30 term documents every week

Facebook Academy, Extern

June 2018 - August 2018

- Hired as part of an extremely competitive High School Intern program to work in the Transportation Department
- Strategized and brainstormed ways to increase bicycle and helmet use among Facebook commuters
- Created and implemented surveys; designed posters using Photoshop
- Designed networking events for interns to facilitate personal connections across groups

SKILLS

- Critical Thinking
- Teamwork
- Leadership
- Native Spanish Speaker