**Christopher Castillo**

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**Objective:**

To obtain a position that will enable me to use my strong organizational skills, educational background and ability to work well with people in order to achieve the goals of a company.

**Education:**

**Berkeley College, Newark, Campus**

Bachelors of Business Administration

Graduated April 2011

Cumulative GPA: 3.6

Coursework includes:

* Managerial Accounting
* Oral Communication
* Human Resource Management
* Group Dynamics
* Principles of Marketing
* Business Organization Management

**Experience:**

January 2011 **Black Label Entertainment, LLC** Newark, NJ

to August 2011 Supervisor: Tyreese Brown

Phone: 347-429-5324

Position: *Marketing Assistant (intern)*

Responsibilities:

* Handle all marketing based projects
* Maintain all social networks via MySpace, Facebook, Twitter, etc.
* Research other possible marketing venues
* Report all activities to the supervisor
* Answer phone calls

September 2008 to **Lounge 11 Bar & Restaurant** Hoboken, NJ November 2009 Supervisor: Mathew Percontino

Position: *Waiter, bus boy, and runner. (Part-time)*

Responsibilities:

* Attained orders from customers
* Assisted customers when they needed help
* Maintained a clean environment

**Skills:**

* Bilingual: English/Spanish
* Proficient with MS Word, Excel, and PowerPoint
* Excellent communication skills
* Can type up to 35 words per minute

**Campus Activities:**

* Berkeley College Soccer Team