

Cynthia Garcia

Education

BUSINESS ADMINISTRATION, B.A. | FALL 2015 – PRESENT | CALIFORNIA STATE UNIVERSITY OF MONTEREY BAY

- Concentration: Accounting and Information Systems
- Expected Graduation Date: Fall 2017
- Related coursework: Intermediate Accounting I & II, & Info Sys for Decision Making

BUSINESS ADMINISTRATION, A.S. | JUNE 2015 | MONTEREY PENINSULA COLLEGE

- Related coursework: Financial Accounting, Managerial Accounting, & Computer Info Systems

Skills & Abilities

- Works well in a changing environment
- Works well on a team or individually
- Have experience using Microsoft Word, Power Point, Search engines, email, Excel
- Detail oriented

Experience

STOCK ASSOCIATE | ROSS DRESS FOR LESS | MARCH 2017 - PRESENT

- Provided customer service
- Restocked shelves
- Cleaned aisles/shelves

VOLUUNTEER | MEALS ON WHEELS OF MONTEREY PENINSULA | JANUARY 2016 – FEBRUARY 2017

- Delivered meals to homebound clients
- Maintained relationships with clients and staff
- Provided customer service

FLOW TEAM MEMBER | TARGET | SUMMER 2015

- Provided customer service
- Restocked shelves
- Cleaned aisles/shelves

Activities

TRIO | CALIFORNIA STATE UNIVERSITY OF MONTEREY BAY | AUGUST 2015 – PRESENT

VITA CERTIFIED | UNITED WAY | JANUARY 2017

TRIO | MONTEREY PENINSULA COLLEGE | FEBRUARY 2014 – JUNE 2015