Tresita Gonzalez

13205 ½ mercer St.

Pacoima, CA 91331

818-834-4171

Gonzalez2011@verizon.net

Work Experience

|  |  |
| --- | --- |
| Quallion | Dates of Employment  05/2005 to 11/2006 |

Job Title

Data Entry

Typing documents into the system.

|  |  |
| --- | --- |
| Jc Penny’s | Dates of Employment  12/2003 to 01/2004 |

Job Title

Zoner/ cashier

Cleaning up the dressing rooms and ring up the merchandise.

|  |  |
| --- | --- |
| Water By Design | Dates of Employment  06/1998 to 09/2001 |

Job Title

Receptionist

Answering the phones, Data Entry, Filling, and Faxing.

Education

|  |  |
| --- | --- |
| Polly High School  Sun Valley, CA 91352 | Dates of Attendance  1999 |

Diploma

Ashford University 10/2011 to Present

Clinton, Ia

Ba in Early Childhood Education

Achievements/Awards

List employment, academic or other achievements

List employment, academic or other achievements

List employment, academic or other achievements

Skills

List computer, language or other personal skills here

List computer, language or other personal skills here