

# Emily Vega

[emivega1011@gmail.com](mailto:emivega1011@gmail.com) | Greeley, Colorado | (970)978-5610  
LinkedIn Profile Address ([emivega1011@gmail.com](mailto:emivega1011@gmail.com))

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## SUMMARY OF QUALIFICATIONS

Fluent in Spanish	Team player	Responsible
Skilled in Microsoft apps	Interpersonal Skills	Creative

## EDUCATION

**Bachelor of Science in Business Administration with an Emphasis in Marketing** Expected: May 2024  
**Minor in Digital Marketing**  
University of Northern Colorado, Greeley, CO

Greeley West High School Diploma Date: May 2020  
Greeley, CO

## EXPERIENCE

### Peer Assistant

Center for Human Enrichment, Greeley, CO August 2022-Present

- Administer front desk, provide customer service through email and phone communication with students
- Provide assistance where necessary while demonstrating excellent time management & organizational skills

### Tutor

Dream Team, Greeley, Colorado September 2021-December 2021, September 2022-December 2022

- Tutored students in years 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> grade helps students gain a better understanding of their coursework
- Assist students to comprehend & apply the newly learned content

### Orientation Leader

New Student Orientation, Greeley, Colorado June 2022-August 2022

- Led group discussions & presentations about the University
- Supported incoming students in registration of classes and assisted New Student Orientation (NSO)

## MEMBERSHIP ACTIVITIES

### Marketing Club

University of Northern Colorado September 2022-Present

- Designated treasurer, plan fundraiser, present case competitions

### Stryker Institute for Leadership and Development

University of Northern Colorado August 2021-Present

- Learning about my identity & leadership development while advocating for positive social change

### Colorado Opportunity Scholarship Initiative (COSI)

University of Northern Colorado September 2020-Present

- Assigned mentee to support through college while receiving tuition assistance

### Center For Human Enrichment

University of Northern Colorado January 2020-Present

- Assisting me with college in pursuit of graduation through workshops, advisors, and networking

### Dream Team (TRiO)

Weld County, District 6 August 2013-Present

- Preparing for my success through one-on-one academic advising

## PROFFESIONAL DEVELOPMENT

iGRAD; Resources for financial wellness  
Customer Service Training  
Digital Marketing Competition & Summit