

5903 MOUNT EAGLE DRIVE #580 • ALEXANDRIA, VA 22303  
(703)474-9831 • FERNANDAGQ1@GMAIL.COM

## FERNANDA GARCIA

### PROFESSIONAL OBJECTIVE

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- SEEKING TO OBTAIN A POSITION IN WHICH TO UTILIZE MY PROBLEM SOLVING ABILITIES, CRITICAL THINKING SKILLS, AND EXTENSIVE KNOWLEDGE ON RESEARCH.

### EDUCATION

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2018 – 2019	George Washington University Coding Bootcamp <i>Certificate of Completion</i>	Arlington, VA
2014 - 2017	College of William and Mary <i>B.S. Psychology</i> <i>B.S. Environmental Science and Policy</i>	Williamsburg
2012 - 2014	Northern Virginia Community College <i>A.S. Business Administration</i> <i>A.S. Social Science</i>	Sterling, VA

### PROFESSIONAL EXPERIENCE

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2018(March)-2018 (November)	Jared The Galleria of Jewelry <i>Inventory Control Manager and Office Manager</i>	Falls Church, VA
<ul style="list-style-type: none"><li>Responsible for ensuring all inventory is present and in compliance with the database. More specifically, responsible for receiving inventory, logging the inventory into the database, making changes to the database, and auditing inventory as necessary. Additional responsibilities included filing and organizing paperwork for yearly audits.</li></ul>		
2016 (May)- 2018(November)	Fidelity Direct Mortgage <i>Translator</i>	Fairfax , VA
<ul style="list-style-type: none"><li>Required to coordinate, attend, and translate meetings in order to ensure clients have a thorough understanding of their loan contracts. Additional responsibilities include helping clients fill out pertinent paperwork in a timely manner.</li></ul>		
2016(August)-2018 (March)	Ulta <i>Merchandise and Service Coordinator</i>	Falls Church, VA
<ul style="list-style-type: none"><li>Responsible for overseeing sales, merchandising, guest service and all operational functions to meet or exceed company goals. More specifically; responsible for stockroom inventory, managerial oversight over associates, and excellent customer service in store and salon.</li></ul>		

### RELEVANT SKILL SET

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- MERN STACK
- HTML, CSS
- JQUERY
- MySQL, Sequelize

### LANGUAGES

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- Spanish: Fluent.

## REFERENCES

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- **Ms. Clarissa Saisaeng**  
Retail Operations Manager  
Ulta  
5860 Leesburg Pike  
Falls Church, VA 23188  
Phone Number:
- **Ashmir Ignacio**  
Store Manager  
Ulta  
5860 Leesburg Pike  
Falls Church, VA  
Phone Number:
- **Ms. Anna Marie Reid**  
Branch Manager  
Fidelity Mortgage, LLC  
4209 Evergreen Lane  
Annandale, VA 22003  
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Email: anna@fdmhome.com
- **Ms. Kathryn Ledebur**  
Andean Information Network Director  
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