**Objective**

To use my knowledge and abilities obtained in previous professional, collegiate and community activities and experiences to help in the development of the company and be a positive influence to my coworkers and clients.

**Education**

Webber International University – Marketing Major with minor in Sport Business Management Spring 2018

Cum Laude 3.51 GPA Microsoft Office Skills and Graphic Design Skills

Relevant Coursework:

* Marketing Analytics (2017)
* Google Analytics Certification (2017)
* Hoot Suite Certification (2017)
* Social Media Management (2016)
* Web Development (2016)
* Photoshop Adobe Illustrator (2017)

**Work Experience**

Webber International University

1. Social Media Manager Jan 2016 – June 2017

* Head Editor for all the Social Media Platforms of the University
* Manage the Facebook, Twitter, Snapchat, Instagram and Linked In pages of the University
* Analyze the analytics and manage the pages using Hootsuite
* Design and update the Web Site of the University

2. Tutoring at PASS CENTER May 2016 – Jan 2018

* Provide tutoring for Algebra, Marketing and Economics to other college students
* Help students study for their tests and understanding their homework in a daily basis

3. Cashier in the Student Union May 2016 – Jan 2018

* Responsible for the register and the inventory of the restaurant
* Greet customers and ensure the restaurant is stocked

4. Head Editor & Designer for the “Warrior Newspaper” Jan 2015 – Feb 2017

* Designed a weekly newspaper for the University
* Designed pictures and articles to publish on a weekly basis
* Used InkScape Software to design the articles and pictures

The London Group (Marketing Internship)

D.A.R.E Brand Representative

* Manage Fundraising Events & Budget
* Raise brand awareness through social media & events

Cricket Wireless

Support Professional July 2014- Jan 2015

* Provided technical and billing support for Cricket Wireless customers.
* Helped customers with their billing issues and solving technical problems with the customers.
* Sold service contracts over the phone to new customers.
* Received In-bound calls from United States and stored issue and the steps on the AirCall Software

Allied Global

Customer Service Representative for Tracfone and Safe Link Wireless May 2015- Aug 2015

* Provide technical and billing support to Tracfone and Safe Link Customers
* Help customers with their accounts, payments and technical issues.

**Volunteer and Community Services**

* Big Brother Big Sister Volunteer (Babson Elementary) Aug 2016-Apr 2017
* Relay for Life Volunteer May 2015- Feb 2017
* Volunteer at “Operation Smile” Honduras Jan 2014 – Dec 2015
* Provisions for people in need of food, clothes and hygiene accessories June 2014
* Community reforestation campaign Aug 2013- May 2014
* Literacy campaign for adults in social risk Aug 2013-May2014
* Medical Brigades Volunteer as a translator July 2008-Dec 2012