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OBJECTIVE

Seeking an internship during Summer 2019

SUMMARY

Learned various techniques on the job onsite as well as out in the field. Learned new skills leading to accounting terms and procedures. Assisted with a variety of responsibilities pertaining to property management, community maintenance, and regional operations.

SKILLS

- Able to apply new terms in a fast-paced setting.
- Facilitated learning by prompting questions to maintain clear communications.
- Used conception of social psychology to understand interactions,
- Excel in personal communications as well as communications in a team/professional setting.
- Clear communication and task-oriented leadership skills utilized.

WORK EXPERIENCE

St. Anton Communities, Sacramento, CA

Land Developers - Multi-family - Builder

May 2018 - August 2018

Assisted with a variety of responsibilities pertaining to property management, community maintenance, and operations. Worked on income statements.

Urijah Faber's Ultimate Fitness Gym, Sacramento, CA

May 2017 - August 2017

Greeted customers; maintained, organized and cleaned workout areas and locker rooms. Enforced a high level of customer service while handling member and guest questions.

Luigi's Pizza, Sacramento, CA

June 2014 - December 2016

Performed janitorial duties prior to open business hours. Assisted with inventory and the purchasing of food supplies. Assisted with delivering dry goods and non-perishables to restaurant.

Summer Volleyball Camp Counselor, Sacramento, CA

July 2015 - August 2015

Taught students grades 6th thru 8th the fundamentals of volleyball, and good sportsmanship at Jesuit High School

VOLUNTEER SERVICE

Jesuit High School Summer Immersion Program

June 2015

Traveled to Nicaragua with 9 others where we worked at a children's orphanage. Tutored children and worked on minor repairs to their facility. Worked at a church where we renovated baseball field originally built by our same group five years prior. Raised funds prior to traveling with group where money was used for basic toiletries for orphanage. Organized a used baseball equipment drive where equipment was donated to the orphanage.

Missionaries of Charities Summer Camp, Camp Counselor

July 2011 – July 2015

Provided assistance to the sisters of the missionaries of charities, who provide a free two-week summer camp for very low income, disadvantage children who reside within the residence area of South Sacramento. All meals were provided for children, as well as games, and group activities.

EDUCATION

University of Arizona, Tucson, AZ

May 2020

Jesuit High School, Sacramento CA

May 2016

References Available Upon Request