

## EDUCATION

### Northeastern University, D'Amore-McKim School of Business

*Candidate for Marketing Degree in Business Administration*

Concentration: **Marketing** with a minor in Interactive Media

*Awards and Activities:* Green Line Records

Boston, MA

Dec 2018

**GPA: 3.3**

### American School Foundation

*High School Diploma & IB & AP Certificate*

*Awards and Activities:* Citizenship Award, Outstanding achievement in Art, Honor Roll,

Outstanding Student in Health Education Award

Mexico City,

Mexico

June 2014

## EXPERIENCE

### Commonwealth Financial Network

*Advisor Marketing Co-op*

Boston, MA

U.S.A

February 2016-June 2016

- Contributed to website audits and Organized Advisor feedback
- Tracked and summarized Commonwealths press appearances
- Provided research and articles from news sources for social media

### Holiart Event

*Assistant Organizer*

Mexico City,

Mexico

September 2009-August 2012

- Planned expositions and organized art displays
- Strengthened customer relationships, addressing concerns about paintings
- Assisted search for 4 potential galleries interested and or places for events

### Pop Pops

*Administrative Assistant of Catering and baking for small events*

Mexico City,

Mexico

September 2011-August 2012

- Processed accurate transactions and purchased ingredients
- Provided logistical support to the chefs, performed culinary tasks as directed
- Marketed baking goods through Social Media (Facebook) and possible promotion posters

### Berger Joyeros

*Marketing intern*

Mexico City,

Mexico

January 2010-July 2011

- Analyzed and evaluated advertisements and set ups, collecting feedback from market
- Contributed to high value watch and jewelry inventory collection and system updates
- Promoted Products/Image maintenance- collected feedback on webpage and advertisements

## VOLUNTEER EXPERIENCE

### Ashoka

*Venture & Fellowship Intern (Co-op)*

Mexico City,

Mexico

July 2017-December 2017

- Searched for potential Fellows through research, contact with nominators, presence at events, etc.
- Created candidate profiles and designed papers/graphics for the brand magazine
- Revised applications based on Ashoka's selection criteria and contacted candidates when questions arise

### El Recobro

*Food distributing Assistant*

Mexico City,

Mexico

January 2012-May 2014

- Scheduled and assisted in the collection and distribution of food and other donations
- Co-hosted and helped organize events for members of the orphanage

## SKILLS/INTERESTS

**Languages:** Fluent; Spanish, English

**Computer Skills:** Proficient in MS Word, MS Power Point Adobe Illustrator, Photoshop, InDesign Familiar with MS Excel, Processing, CSS, HTML, SPSS, Salesforce.

**Interests:** Public Speaking, Writing, Cooking, Photography, Fashion and Travel

*References Available Upon Request*