

#### CONTACT

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#### SKILLS

- •••• Fluent in Spanish and English; some American Sign Language
- ••• Experience with Point of Sale (POS) systems
- •••• Experience with Microsoft 365 and Google equivalents
- Social media knowledge:
   Instagram, TikTok, Youtube,
   Facebook, Twitter/X, etc.
- •••• Experience with Canva, Tableau, R Studio, Quarto, and LaTeX

# **JEREMY REYES**

### BIO

Hello, I'm currently a 4th year Statistics & Data Science major with a minor in Digital Humanities at UCLA who transferred from Long Beach City College. I'm a hard working individual who's eager to learn new things and take up a challenge. I also consider myself to be a more creative person, a trait that I like to show in my approach to statistical analysis.

### **EDUCATION**

UCLA Aug 2023 - Jun 2025

Statistics & Data Science B.S. Digital Humanities minor

Long Beach City College Aug 2020 - Jun 2023

Math Associate in Science for Transfer (AS-T)

# WORK EXPERIENCE

# **UCLA Central Ticket Office**

**Customer Service Representative** 

Oct 2024 - Jun 2025

Apr 2022 - Jul 2023

- Took phone calls from inquiring customers to deliver quick and accurate information regarding various UCLA-hosted events with friendliness
- Also worked box offices for the same events ensuring accurate transactions and fostering a welcoming environment

### Krispy Kreme

#### Cashier

- Managed customer transactions, ensuring fast and accurate account keeping
- Ensured customer satisfaction with timely and friendly service in a fast paced environment
- Maintained cleanliness and safety by sweeping, mopping, and organizing supplies throughout the day and during closing
- Mastered customer service skills in a fast paced environment

# Jim's Burgers

#### Cashier

Oct 2021 - Feb 2022

- Navigated a small work space with limited equipment and technology in this small, family-owned business in a resourceful manner
- Ensured fast and accurate transactions despite limitations
- Learned the importance of safety and cleanliness in a small, fast paced work environment, as well as the importance of good customer service

# Astar Explorer Teacher Assistant

Nov 2019 - Jan 2020

- Collaborated with instructors in this STEM-focused after school program by creating lesson plans by contributing 3D modeling experience
- Guided students during robotics lessons and science experiments
- Maintained a clean and safe environment by cleaning workstations and clearing possible hazards to children
- Managed the front desk, answering phone calls and providing information to potential clients