

Sasha Doval
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PROFILE:

Passionate and self-motivated writer looking to advance in the field of communications. Experienced in customer service, and content management. A detail-oriented critical thinker with strong time management and organizational skills. Excellent communicator who thrives in both independent and collaborative roles.

WORK EXPERIENCE:

Chef Koochooloo

Content Manager

July 2022 to October 2022

Research and write public-facing lesson content in both English and Spanish that is tailored to K-5 grade requirements.

Provide detailed feedback on coworkers' lessons in order to satisfy company publication standards.

Ensure quality control for application graphics, and troubleshoot program errors when necessary.

Mary's Tack and Feed

Shipping and Receiving Associate

November 2021 to July 2022

Receive inventory and prepare items for display according to store requirements.

Ensure quality control for incoming product shipments.

Communicate with purchasing department, accounting department, and external vendors regarding product discrepancies and mis-shipments.

Cashier

August 2021 to November 2021

Provide excellent customer service for high profile customers, both in-person and over the phone.

Quickly develop a strong proficiency with monetary exchange interface.

Securely and discreetly file sensitive customer information.

Freelance Horse Clipper

September 2018 to Present

Sole manager of a horse grooming business.

Collaborate with clients and develop a rapport so they may repeat their patronage.

Manage appointments for multiple customers per season.

INDEPENDENT PROJECTS:

UCSD Equestrian Team: 2016 to 2018

Horse Manager

Organize fundraising events and recruit new members.

Manage the care and class schedules for multiple horses in IHSA shows.

"UCSD Wordsmiths" Writing Club: 2018 to 2020

Principal Member

Promote club functions and recruit new members.

Proof-read and collaborate with peers in their writing projects.

EDUCATION:

University of California San Diego – San Diego, CA

Graduation Date: September 2020

Bachelor of Arts, Literature and Writing

UCSD Coding Bootcamp – Escondido, CA

Graduation Date: June 2023;

SKILLS:

- 10 years of customer service experience.
- 5 years experience in the production and revision of academic and creative writing.
- Skilled verbal and written communicator
- Detail oriented with strong time management skills.
- Experience with Word, Excel, and PowerPoint.
- 10 years social media experience.
- Skilled in web design languages such as HTML, CSS, and JavaScript.
- Excellent writing, editing, and proofreading skills.

HONORS AND AWARDS:

UCSD Provost Honors, UC San Diego – Fall Quarter 2017,

Winter Quarter 2018, and Spring Quarter 2018

Student Art Scholarship Award, Escondido Art

Association – 2016