Tania Chavarria

(TEMPLATE/FORMER RESUME)

15231 Highsprings Dr **|** Houston, TX 77068 **|** (832) 434 7346 **|** taniachavarria27@gmail.com

# PROFESSIONAL SUMMARY

Hard working, committed, and flexible person who excels in a hospital or medical environment seeking entry-level position utilizing my skills and providing exceptional service to meet and exceed the business’ goals.

**EDUCATION**

**Lone Star College - North Harris - Houston, TX 77073**

* 3.3 GPA | Total Credits Earned: 27
* Expected Credit Hours Earned by Graduation: 44

## Carl Wunsche Sr. High School and Career Academy- Spring, TX 77373

## **August 2015 - May 2019 |** Pre-Med Student

* 4.4 GPA | Top 20% of class | Rank 82/392
* Dual Credit and AP Classes, coursework in Practicum in Nursing for CNA certification
* 32 credits

**ACCOMPLISHMENTS/AWARDS & CERTIFICATIONS**

* National Honor Society Inductee 2018-2019
* Spanish National Honor Society Inductee 2017-2018
* Health Occupations Students of America (HOSA) Area Finalist
* HOSA State Competition Finalist
* HOSA International Finalist at International Leadership Conference (2018)
* CPR certified and HIPAA certified
* Dedicated Service Graduate (150 hours)

**EXTRA CURRICULAR ACTIVITIES & COMMUNITY SERVICE**

* HOSA Treasurer and Parliamentarian (2017-2018)
* HOSA Secretary (2018-2019)
* Mu Alpha Theta, Key Club, Spanish National Honor Society
* Youth Evangelization Ministry Leader at Prince of Peace Church
* Organized the Special Needs Prom (CBI Ball) 2015-2019, Run Houston 2015-2018, staffed church retreats, Light the Night for Leukemia and Lymphoma Volunteer 2015 & 2017

**EXPERIENCE**

## Cashier- Paul’s Pizza Shop - 16702 Stuebner Airline Rd, Spring, TX

**March 2018 - May 2018**

* Greeted incoming customers in a friendly manner
* Took orders efficiently, handled money and register system
* Cleaned tables while checking in with customers
* Brought orders to to-go customers
* Monitored supply and restocked materials and food

**SKILLS**

* Bilingual with English and Spanish
* Self-motivated and friendly
* Ability to work under pressure
* Adaptable to change
* Competent to rules and regulations
* Good with time management