

# Tristen Aguilar

115-06 14<sup>th</sup> Ave College Point, NY 11356  
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## EDUCATION

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### CUNY Queens College

Flushing, NY

- Major: Bachelor of Arts in Computer Science
- Minor: Computer Information Technologies
- Member of The National Society of Leadership and Success
- GPA: 3.8 (on a scale of 4.0)

Expected June 2020

### Bayside High School

Bayside, NY

- GPA: 4.0 (on a scale of 4.0)
- Diploma: Advanced Regents/CTE Certified
- Member of ARISTA Honors Society

June 2016

## WORK EXPERIENCE

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### Olé Mexican Grille

College Point, NY

Manager/Food Prep

Jul.2015 – March 2017

- Taking orders, preparing meals, and ringing up customer purchases
- Responsible for store opening and closing duties
- Maintaining kitchen and food cleanliness
- In charge of balancing the cash register

### Law Office of Zenith T. Taylor

Forest Hills, NY

Front Desk Secretary

June.2017 - Present

- Answering client phone calls
- Clerical work
- Assisting in maintaining and updating stability of website
- Preparing legal documents

## SKILLS

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- Highly Team Oriented • Web Design (HTML, JavaScript, CSS) • Android Software Development • Java • C++ • Python • Microsoft Office Applications • Conversational Spanish • Multitasking • Guitarist

## VOLUNTEER

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### St. Mary's Children Hospital

Bayside, NY

Counselor's Assistant

Jul.2015 – August 2016

- Tutored children and adolescents with cognitive and physical disabilities

**Bayside High School**

Bayside, NY

ARISTA Tutoring

Sept.2015 – June 2016

- Helped tutor students in AP Calculus, AP Physics and AP Computer Science.

**ACHIEVEMENTS**

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- Bayside High School ARISTA National Honor Society 2016 Member of The Year
- Career & Technical Endorsement

**REFERENCES**

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- Provided Upon Request