**Profile**

I am currently enrolled fulltime at the University of Oregon. My goal as an employee is to provide extraordinary service to my employer as well as to gain valuable working experience related to my future career. I am committed and motivated with strong work ethics. Proficient at quickly learning diverse projects.

**Experience**

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| **Priority Workforce, Inc.** Anaheim, CA |  |
| ***Intern*** | May 2016 - August 2016 |

* Scheduled and maintained the calendar, prepared expense reimbursements, planned and coordinated on- and off- site meetings and conferences

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| **Coach Kays Baseball Youth Summer Camp,** San Juan Capistrano, CA |  |
| ***Assistant Coach*** | July 2015 – August 2015July 2017 – August 2017  |

* Assisted youth camp program children between the ages of 8-14 years old. Coordinated and instructed all campers with proper provisions. (Summers of 2015, 2017)

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| **NPV Advisors,** Newport Beach, CA |
| ***Research Intern*** | June 2018 – September 2018  |

* Researched and provided analytical support to the research and appraisal departments, attended courses and seminars, and learned how to put together an effective performance appraisal.

**Education**

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| **University of Oregon,** Eugene, OR |  |
| ***Journalism Major; Graduating June 2021*** |

* + Curriculum past and present includes introductory Journalism classes

**Global Education Oregon – (London 2019)**

* 5 weeks studying abroad program on Arts and Sports Journalism
* Gained skills in broadcast journalism, learned how to write reviews and columns for plays, dances, and concerts, and music

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| **JSerra Catholic High School,** San Juan Capistrano, CA |  |
| ***Class of 2017*** |

**Accomplishments & Service Organizations**

* Member of Sigma Chi Beta-Iota Fraternity, University of Oregon
* Participated in Derby Days at the University of Oregon (2018, 2019)
	+ Raised funds throughout various events to support our philanthropy [Make A Wish Foundation]
* Volunteered at the Shea Center in San Juan Capistrano and assisted in preparing for their annual foundation event through the JSerra Baseball program
* Member of the Student Alumni Association

**Skills**

* Microsoft Word, Leadership and Writing, PowerPoint