

**Objective**

To make a difference utilizing my management experience to strive and succeed in any given situation. Also to utilize the achievements, skills, strategic thinking, and leadership abilities that I have gained. I am hoping to obtain a position with a company that will let me grow within.

**Education**

<b><u>Front Range Community College</u></b> Pre requisite classes	Brighton, CO	06/12 – current
<b><u>High School Diploma</u></b> <u>Valley high school</u>	Gilcrest, CO	05/09

**Professional Skills**

- Basic First Aide
- CPR
- Medical Administration Training
- Microsoft Word, Power Point, Microsoft Excel
- Microsoft word
- Billing
- Organizing merchandise
- Merchandise orders
- Proficient in many computer programs
- Very Strong Sales Representative
- 55 wpm
- Bilingual

## Employment History

<b>Home Healthcare</b> Personal care provider	Brighton, Co	03/12 – current
<b>Safeway</b> Courtesy Clerk / Cashier	Ft Lupton, CO	02/10 – 02/12
<b>Burger King</b> Assistant manager	Ft Lupton, CO	05/07 - 12/09

### Reference:

- Lupe Torres            720-233-5618
- Latoya Torres Adler    720-891-6449
- Vicente Martinez       720-775-1494