

**JESSICA
RIOS
VALENCIA**

Jessica Rios Valencia
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Northglenn CO 80233
909.510.7587* jrivosv88@gmail.com

EDUCATION:

University of Colorado at Boulder, Boulder CO
B.A. degree in Ethnic Studies with a minor in Women and Gender
Studies
Graduated May 2011.

WORK EXPERIENCE:

The Denver Foundation, Internship May 2011-August 2011

- Nonpartisan voter registration
- Interpreter and translator
- Office management: answered phones/emails, took minutes, helped customers as they arrived.
- Intensely involved with the creation and completion of a survey.

I Have a Dream Foundation, Work Study August 2008- May 2011

- Mentored and tutored at risk middle and high school students.

Macy's November 2010- January 2011

- Customer relations.

Apricot Halves February 2009- December 2010

- Administrative assistant.

VOLENTEER:

- M.E.Ch.A. President, Co-Chair, Treasurer, Regional Representative
- National M.E.Ch.A Coordinating Council: Student Farmworker Alliance/Coalition of Immokalee Worker Liaison, Secretary,
- Campus Ambassador: Student Leader, Activities Leader
- U.M.A.S: Co-Chair, Ourstorian
- Hip-Hop Congress: Denver/Boulder Liaison

SKILLS:

- Operating System: Microsoft Windows and Macintosh
 - Software: Microsoft Office, Adobe Photoshop, Internet Explorer, Mozilla, Safari, and Netscape Navigator
 - Bilingual in English and Spanish
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