

# Edith Mata

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## Objective

I desire to create a positive impact in our youth because they are the future of tomorrow. In my personal experience; playing sports encourage me to maintain satisfactory grades in school and attend every day. I would like to share my acquire skills, and encourage children to have sportsmanship and collaborate with each other as a team. I enjoy enduring new challenges, undertaking new working skills, learning new employment guidelines and procedures efficiently to benefit the agency. I am a hard worker, honest, reliable and a problem solver with great people skills. Also, committed to further my education in political science at Bakersfield College and pursue my career as an attorney.

## Experience

October 2013 - August 2014

### ***Jack In The Box*** - crew member

- Greet customers to the quality and speed of service
- Monitor the quality of products
- Over sale products
- Responsible for till during shift
- Maintain store clean

January 2015 - July 2015

### ***La Raza Tattoo***

- Maintain shop clean.
- Receive phone calls and book appointments.

August 2016 - October 2016

### ***Cal Central Harvesting*** - Field work

- Picking weeds from the carrot fields.

November 2016 - January 2019

### **Pep Boys Auto Parts and Service**

- Retail associate
- Customer service

- Address and direct customer needs
- Tender customer out at register
- Promptly answered all incoming customer calls
- Participate in “truck-day” operations
- Maintain the standards and appearance of the store
- Coordinate in the execution of plan-o-grams; product presentation, pricing and signage.

## **Education**

- High School diploma

### **Certificates of completion at Bakersfield Adult School**

- Job Readiness -May 30 ,2017
- Microsoft office 2016 - October 11, 2017
- Currently a Bakersfield College Student

## **References**

Tania Diaz (661)346-5527  
Supervisor for Cal Central Harvesting

Juan Melano (559)759-0496  
Owner of La Raza Tattoo

Rosa Zaragoza (661)748-2715 U  
Co-worker from Jack in the Box

Benjamin Santoy (661) 834-6858  
General Manager for Pep Boys