

# Francisca Barrón

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**Objective** Seeking a position where I can utilize the various skills obtained

**Education** San Jose City College – San Jose, CA  
Prepa Tecnica 14, Guadalajara, JAL, MEX

**Work Experience** Stanford Food Service – Palo Alto, CA Mar 2012 – Oct 2015

**Food Management**

- Food preparation
- Maintain merchandising and inventory integrity
- Cashier

Eastside High School Union Dist. – San Jose, CA Aug 2005 - Feb 2010

**Para-Educator**

- Assisted the instructor with day to day activities & duties
- Student safety & behavior management
- Classroom/Academic Support

San Jose City College – San Jose, CA June 2002 – Aug 2005

**Admissions & Records**

- Performed clerical & administrative support
- Provided information in person/over the phone to students & faculty
- Processed outgoing student transcripts

Aramark Food Services ~ Sunnyvale, CA Mar 1995 – June 2005

**Food Management**

- Responsible for assuring payroll was met weekly
- Maintain merchandising and inventory integrity
- Effectively performed daily operations

**Skills** Establish good rapport with people, highly self-motivated, self-starter, work effectively with management and team, great communication skills and detailed oriented.  
Fluent in English and Spanish

**References** Available upon request