

SANDRA E. VALENCIA

ACCOMPLISHMENTS

- Volunteered at the Rosewood Garden
- Volunteered at a homeless shelter
- Received High School Diploma

SKILLS & ABILITIES

- Bilingual: Spanish/English
Great kitchen skills
- Leadership skills
 - Problem Solver
 - Great Communication skills
 - Fast learner
 - Multitasking skills
 - Team work skills
 - Hands on work
 - Office skills
 - Computer skills

PROFESSIONAL EXPERIENCE

85 BAKERY

March 2014- April 2014

- Baked bread
- Inventory
- Took out trash
- Inspection/ organizer

EDUCATION

WILLIAM C. OVERFELT HIGH SCHOOL

3.0 GPA

Took AP classes

AVID Certificate

DE ANZA COLLEGE

Took Business 1A

LART 211

Counseling Class/ CLP Class