

1180 Fulton Ave #26

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TAREEMA NEWSONE

OBJECTIVE

Seeking to secure a position in an establishment where my knowledge, an enthusiasm can benefit both parties. Those that know me personally, know that my trustworthiness and reliability goes unquestioned.

EMPLOYMENT HISTORY

Date	Position	Company
09/2015 - Present	Personal Assistant	Freelance
A self-motivated and organized professional with over 10 years' experience providing thorough and skillful support to my partners.		
09/2007 - 07/2012	Production Specialist	PlayHardd Production
My responsibility included a variety of different tasks such as seeking funding, organizing events, meeting deadlines, marketing, public relations, recording inventory, and scheduling.		
01/2019 - Present	Casual Bartender	BlueCrew
Travel to different events, and companies, and maintain the bar area. Stocking, cleaning, serving drinks, and providing a good time!		

EDUCATION HISTORY

Date	Institution	Degree
08/2021	Santa Monica College	Entrepreneurial & Business Operations, Associate Degree

SKILLS & ABILITIES

Category	Level
Personable	Collaborator
Expert	Expert
	Morals & Ethics
	Innovative
	Advanced

ADDITIONAL INFO

Interest:
People • Travel • Cocktails & Brews • Stand Up Comedy