

**NANCY J. LOPEZ**  
Long Beach, CA | (562) 964-2101  
[nancy251102@gmail.com](mailto:nancy251102@gmail.com)

## EDUCATION

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<b>Bachelor of Arts, Psychology</b> California State University, Dominguez Hills; Carson, CA <ul style="list-style-type: none"><li>Emphasis in Children/ Honors in Psychology</li></ul>	<b>May 2024</b> GPA 3.8
<b>Associate of Arts, Psychology</b> Long Beach City College; Long Beach, CA <ul style="list-style-type: none"><li>Dean's List</li></ul>	<b>June 2022</b> GPA 4.0
<b>Associate of Arts, Sociology</b> Long Beach City College; Long Beach, CA <ul style="list-style-type: none"><li>Dean's List</li></ul>	<b>June 2022</b> GPA 4.0
<b>Associate of Arts, Fashion Merchandise</b> Fashion Institute of Design and Merchandise; Los Angeles, CA	<b>June 2006</b>

## EXPERIENCE

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<b>Phonics Tutor/Mentor</b> CSUDH Toro Tutors, Kennedy Elementary; Compton, CA	<b>April 2023- Current</b>
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Servicing grade school students who are below the appropriate literacy level in small group classroom settings. Motivate learning and act as a role model. Help students learn via different adaptable teaching methods currently implementing SIPPS. Review content with students daily and check for understanding. Conduct assessments for intervention and track progress. Create weekly lesson plans. Establish rapport with students to allow them to discuss academic/personal issues and provide the necessary resources to ensure their well-being. Services rendered to mentored students are mental and emotional health support as well as resources for basic needs.

<b>Sr. Costing Engineer</b> BCBG Maxazria, Los Angeles/Hollywood, CA	<b>Mar 2012-Mar 2020</b>
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Responsible for effectively interacting with Design to obtain necessary product information to cost garments and work closely with the Director of Production on sample construction and design card accuracy. Negotiate production contracts with vendors/fabric mills and place styles into production. Create and maintain monthly mark-up report spreadsheets. Generate cost sheets on PDM/FlexPLM/IBT with appropriate back up. Oversee knit and woven production coordinator teams. Project management, attention to detail and communications skills are critical to this position.

<b>Costing Technician</b> BCBG Maxazria, Los Angeles/Hollywood, CA	<b>May 2007-Mar 2012</b>
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Generate costing packages to send to various vendors (packages include taking and attaching detailed pictures-15 images per 40 styles/ generating fabric specs/ yields/ design cards/creating detail sheets). Packages are sent out via electronic correspondence by the end of the first week monthly. Daily communication with vendors via multiple outlets and time zones. Process of revisions and approve finals by month end. Generate factory allocation finalization reports and send them internally to corresponding teams and VP.

## SKILLS

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**Languages:** Biliterate and Bilingual in English/Spanish  
**Computer:** Microsoft Office Suite/Teams, SPSS, PDM, FlexPLM/IBT  
**Certifications:** Business Digital Literacy, Customer Relations Specialist, Coaching Trauma, Child Abuse Court Mandate Reporter

## COMMUNITY ENGAGEMENT

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**City of Long Beach Parks, Recreation, and Marine-** Youth Sports Volunteer