

Adamaris DeLeon

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EDUCATION

Manual Arts High School (BEST) School of Business, 4131 Vermont Ave, Los Angeles, CA 90037— High School Diploma

August 2017 - June 2021

Learning about business, how to manage one, employee positions, companies, and lessons based on real-life issues in firms.

PROJECTS

Lush Teacups— a presentation based on doing a made-up job to hire an employee

This project is about a made-up job to hire an employee for a particular position, for example, hiring an office assistant for your company, you'd have the details like the salary, education requirement, essential duties and responsibilities, perks, and work experience.

Work Experience

YogurTalk Coffeewalk

June 2021- September 2022

Crew member, cashier, and customer service.

BMO Stadium

April 2023- June 2023

Concessions stand cashier and team member.

Starbucks

June 2023- September 2023

Barista and cashier.

Immunotec- November 21, 2024 -December 1, 2024

Temp job as an order packer.

SKILLS

Microsoft Word, Excel, and PowerPoint: used to complete assignments and projects.

Bilingual: fluent speaker of English/Spanish, can read and write (can't write in Spanish yet)

Hardworking: can work extra hard to make sure work/assignments are completed accordingly

POS(Point of Sale) 1 year of experience.

AWARDS

Money Moves Program Certificate (2020-2021) is an online course about financing.

High Honor Roll Award for having a G.P.A of 3.0-4.0 (2018), for having a G.P.A of 3.2

Everfi Keys To Your Future Certificate (2020-2021) is a course about higher education and career decisions.

LANGUAGES; English and Spanish

