

Angeli Aguirre

California State University, Fullerton (August 2016-May 2020)

Dual Bachelor of Arts in Communications and American Studies
Communications Concentration: Entertainment and Tourism

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WORK HISTORY

Home Companion Plus, Pleasanton, CA — Sitter

Summer 2018, Summer 2019, March 2020 - Present

- Watches over and aids elderly clients to ensure safety at all times
- Feeds meals to the elderly when unable to do so themselves
- Accompanies the elderly during night shifts and morning shifts

Till Dawn Group, Event Planning, Santa Ana, CA — Intern

January 2020 - May 2020

- Communicated with venues and vendors to provide a variety of choices of food and locations
- Worked in a timely manner to reach efficiently reach deadlines
- Provided ideas for themed events to present options for clients

Mr. Katsu, Fullerton, CA — Cashier

September 2018 - March 2020

- Handled and counted hundreds of dollars per shift
- Opened and closed the register, cleans the restaurant and helps in the kitchen
- Trained 5+ new employees on kitchen work and cashiering
- Accommodated with customer's needs, complaints, and wants

LEADERSHIP ROLES

Tau Theta Pi, Multicultural Sorority— National Board President

May 2020 - Present

- Serves as Chief Executive officer and is the official spokesperson for Tau Theta Pi
- Oversees the actions of every chapter of Tau Theta Pi
- Supervises the activities of National Board members and Cabinet officers

Tau Theta Pi, Multicultural Sorority—National Board Chapter Representative

August 2019 - May 2020

- Corresponded between the National Board and the Fullerton Chapter of Tau Theta Pi to relay information to ensure the awareness of activities
- Promoted National Board events to Fullerton sisters to maintain sisterhood
- Attended monthly meetings to stay updated on all chapters to keep the organization organized

Pilipinx American Student Association, CSUF — Social Chair

January 2019 - May 2019

- Organized socials and arranged events for a college culture club with 200+ members to cultivate positive relations
- Arranged a formal dinner to celebrate the club's yearly successes which resulted in ~100 attendees
- Coordinated a retreat to build connections and as a result ~70 members attended and close bonds were formed

RELEVANT COURSEWORK

- Communications Technologies
- Entertainment and Society
- Writing for the Advertising Industry
- Principles of Communication Research
- Writing for Mass Media
- Intercultural Communication

SKILLS

Experience with 3+ years of customer service in the food industry

Proficient in Microsoft Office and Google Docs

Well versed in Social Media: Instagram, Twitter, Facebook, Snapchat

Comfortable with public speaking and cold calling

LANGUAGES

Conversational in Spanish

Beginner in Japanese

Beginner in French