



# Gabriela Garcia

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

- Bachelors degree in Education
- Fast learner
- Self confidence
- Multitask
- Team work
- Computer skills (word,excel,pp,quickbooks,truckstop,DAT,)
- Honesty
- Strong work ethic
- Bilingual (spanish)

Preferred occupation                      General jobs

Preferred work location                  Arizona

## Contacts and general information about me

Day of birth                                  1992-07-30 (32 years old)

Gender                                        Male

Residential location                      Arizona

Telephone number                        *Information is available only for registered users.*  
[Sign in](#)

Email address                              *Information is available only for registered users.*  
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## Work experience

Working period                            **nuo 2011.09 iki 2013.06**

Company name                            Interexpress Cargo Solutions

You were working at:                    Administrative Executive jobs

Occupation                                Accounting Representative

What you did at this job position?    Addressing customer complaints and queries of assigned clients,managed invoices, do staff payroll.

Working period **nuo 2016.08 iki 2017.07**  
 Company name Escuela Secundaria tec#54  
 You were working at: Social Worker jobs  
 Occupation Teacher  
 What you did at this job position? Has a group of 45 teenagers in charge of me

Working period **nuo 2015.01 iki 2017.06**  
 Company name COBAED  
 You were working at: Social Worker jobs  
 Occupation Teacher  
 What you did at this job position? Teaching adults

Working period **nuo 2017.09 iki 2019.04**  
 Company name Juntos Ventures LLC  
 You were working at: Management jobs  
 Occupation Dispatcher, accounting rep,  
 What you did at this job position? screening and hiring drivers, filing IFTA reports, Staff payroll,manage invoicing,dispatch drivers,

**Education**

Educational period **nuo 2012.08 iki 2016.06**  
 Degree Bachelor  
 Educational institution ENSLCR MX  
 Educational qualification Education  
 I could work Teache, Social Service

**Languages**

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Spanish	fluent	fluent	fluent

**Computer knowledge**

- Microsoft office
- Quickbooks
- Truckstop
- ITs dispatch
- Outlook
- Mac OS
- Photoshop
- Windows

## Recommendations

Contact person	Silvia Molinar
Occupation	General Manager
Company	Sonoran Cinemas
Telephone number	6028102814

## Additional information

Your hobbies	Folkloric Dance, Read, Make crafts , Event decoration
Driver licenses	Class 1
Driver license from	2015-03-00 (9 years)
Salary you wish	2600 \$ per month
How much do you earn now	2500 \$ per month