

Professional Profile

Objective

To obtain a position in the Washington DC internship to broaden my education on the different types of jobs outside the Yakima Valley. Also to have the opportunity to meet new people.

Personal Profile

My name Jessica Valdez , I am a college undergraduate at Heritage University located in Toppenish, Washington. I graduated from Mabton high school in June of 2011. I am furthering my education in nursing. I believe that this internship will help me become more social and see a new environment other than the Yakima Valley.

Skills Summary

- Patient and Dependable
- Ability to work in a group
- Organized

Professional Experience

Sunnyside Community Hospital	01/ 2011 – 03/ 2011 Sunnyside, WA
<ul style="list-style-type: none"> • Clinical student • Taking accurate vital signs 	
Harvesting	06/ 2011 – 07/ 2011
<ul style="list-style-type: none"> • Picking cherries and apples. 	
Child care	08/ 2011 – 02/ 2012
<ul style="list-style-type: none"> • Making a daily schedule for children activities. • Teaching children their alphabet and numbers. 	

Education

MABTON HIGH SCHOOL – Mabton, Washington
High School diploma , June 2011
YV-TECH MEDICAL SCIENCE / NURSING – Sunnyside, Washington
Nursing Assistant Certified, June 2011
HERITAGE UNIVERSITY – Toppenish, Washington
Undergraduate student

References

<p>Andrea Mata 210 3rd Avenue Mabton, WA 98935 (509) 840 – 1086</p>	<p>Michael Surmeyer Mabton High school Mabton, WA 98935 (509) 937- 3991</p>
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PROFESSIONAL PROFILE

Objective

To obtain an internship with the National College Assistant Migrant Program in Washington DC, which will allow me to broaden my educational experience and explore political issues related to Hispanics and migrant workers around the nation.

Skills & Characteristics

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| ▪ Professional and able to follow directions | ▪ Organized |
| ▪ Dependable | ▪ Computer proficient |
| ▪ Team oriented and able to work in groups | ▪ Honest and reliable |

PROFESSIONAL EXPERIENCE

<i>Clinical Student</i> Sunnyside Community Hospital – Sunnyside, WA	January to March 2011
<ul style="list-style-type: none"> ▪ Take accurate vital signs and report information ▪ Work under the direction of a registered nurse 	
<i>Field Work</i> Various Farms and Agricultural Companies – Yakima Valley, WA	Seasonal
<ul style="list-style-type: none"> ▪ Harvest fruits and vegetables in season 	
<i>Child Care Provider (in-home)</i> Various residents – Mabton, WA	August 2011 to February 2012
<ul style="list-style-type: none"> ▪ Engage children in learning activities ▪ Set up daily schedule for children 	

EDUCATION

<i>Undergraduate Student</i> Heritage University, Toppenish, WA	Fall 2012 to Present
<i>High School Graduate</i> Mabton High School, Mabton, WA	June 2011 High School Diploma
<i>Clinical Student</i> Yakima Valley Technical School, Sunnyside, WA	June 2011 Nursing Assistant Certificate

REFERENCES

<p>Andrea Mata High School Teacher Mabton High School Mabton, WA 509.840.1086</p>	<p>Michael Surmeyer Teacher Mabton High school Mabton, WA 509.937.3991</p>	<p>Melissa Hill Asst. VP for Student Affairs/Mentor Heritage University Toppenish, WA 509.865.4011</p>
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Resume sent to Career Services: *Before and after*

DAISY M. SANTIAGO

407 South Beech Street
Toppenish, WA. 98948

Phone: (509)759-4702

Email: SantiagoD@heritage.edu

OBJECTIVE

Seeking a challenging employment at Heritage University, that utilizes and further enhances my office skills.

EDUCATION

Heritage University-Toppenish, WA

Major: B.A Criminal Justice

Status: Junior, 2009-present

GPA: 3.76

Enrolled in a 2-year honors program (2009, 2010), Deans List (2010-2012)

Served on Student Government Association, Heritage Justice Circle, and TRiO Mentor.

Toppenish High School-Toppenish, WA

Graduation: June 2009

GPA: 3.8

Served as a Peer Counselor and was involved in TATU (Teens against Tobacco Use).

EXPERIENCE

Heritage University- Toppenish, WA

Student Support services/TRiO Mentor- (August 2010-Present). I work in the TRiO office and call students for upcoming events, workshops and remind them of their appointments. As a TRiO Mentor, I meet one on one with my mentees over their academic needs.

Heritage University- Toppenish, WA

OCR Specialist (Battelle)- (October 2010-December 2011). I worked for an ongoing data conversion project, converted electronic files to standard formats such as XML, SGML, and HTML, and I was also responsible for processing imaged documents to text with both accuracy and speed.

Kirkwood Elementary- Toppenish, WA

Kirkwood Tutor- (July 2009-April 2010). At this school, I administered assessment tests for several students grades 1-5, helped students with homework on different subjects (math, science, reading and writing), and wrote progress reports for each student.

SKILLS

- Microsoft Office Suite
- Office work
- Responsible
- Ability to organize workload/time
- Bilingual (English/Spanish)
- Personable

REFERENCES

Julio V.A. Carranza

Lead Attorney

Yakima Nation Office of Legal
Counsel

(509)865-5121 Ext. 6056

Rose Pimomo

Academic Student Services

Heritage University

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Ernesto Cruz

Dept Chair, Criminal Justice

Heritage University

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DAISY M. SANTIAGO

407 South Beech Street
Toppenish, WA. 98948

Phone: (509) 759-4702

Email: SantiagoD@heritage.edu

OBJECTIVE: *I am seeking a challenging employment opportunity at Heritage University that utilizes and further enhances my office skills.*

EDUCATION:

Heritage University-Toppenish, WA

August 2009-Present

Major: B.A Criminal Justice: Junior Standing

GPA: 3.76

- *Enrolled in a 2-year honors program (2009, 2010), Deans List (2010-2012). Served on Student Government Association, Heritage Justice Circle, and TRiO Mentor.*

Toppenish High School-Toppenish, WA

June 2009 (Graduated)

GPA: 3.8

- *Served as a Peer Counselor and was involved in TATU (Teens against Tobacco Use).*

WORK EXPERIENCE:

Student Support services/TRiO Mentor

August 2010-Present

Heritage University- Toppenish, WA

- *I work in the TRiO office and call students for upcoming events, workshops and remind them of their appointments. As a TRiO Mentor, I meet one on one with my mentees over their academic needs.*

OCR Specialist (Battelle)

October 2010-December 2011

Heritage University- Toppenish, WA

- *I worked for an ongoing data conversion project, converted electronic files to standard formats such as XML, SGML, and HTML, and I was also responsible for processing imaged documents to text with both accuracy and speed.*

Kirkwood Tutor

July 2009-April 2010

Kirkwood Elementary- Toppenish, WA

- *At this school, I administered assessment tests for several students grades 1-5, helped students with homework on different subjects (math, science, reading and writing), and wrote progress reports for each student.*

SKILLS:

- Microsoft Office Suite
- Office work
- Responsible/Reliable
- Ability to organize workload and time
- Bilingual (English/Spanish)
- Strong Interpersonal Skills

REFERENCES: Available Upon Request

Resume sent to Career Services: *Before and after*