**ANDREA VERGNAUD**

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**EDUCATION:**

California University of Pennsylvania, California, PA December 2022

Bachelor of Arts in Global Studies

Minor: Spanish

GPA: 3.852

**EXPERIENCE:**

Hispanic Student Association President 2020-present

* Administrative duties
* Event planning
* Handling money for events

Andrea’s Choice eBay Reseller (Entrepreneur) 2018-present

* Shipped an average of 15 packages daily using USPS, FedEx, and UPS domestically and internationally
* Proficient with all aspects of shipping, including cost-benefit analysis of shipping options to determine cheapest and fastest options, adding insurance, tracking, and researching lost packages
* Utilized professional communication skills to process emails promptly and with diplomacy
* Engage in great customer service providing quality customer resolution

Cashier various retail companies 2007-2018

* Expert level in different cash registers
* Answered large number of phone calls frequently and professionally
* Provided great customer service, excellent at promoting sales, and well-organized

**HONORS/PROFFESSIONAL MEMBERSHIPS:**

* Disability: In NextGen Leaders Program Participant Present
* Hispanic Student Association, President 2021-Present
* National Honor Leadership Association 2021-Present
* Peer Mentor Volunteer 2021-present
* Peer Mentor coordinator 2021-2022
* **SKILLS:**

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| --- | --- |
| * Bilingual, English/Spanish | * Leadership various roles |
| * Problem-solving | * Organization |
| * Collaboration | * Time Management |
| * Researching |  |