**Rosa Chiguila**

3300 Deering Street, Oakland CA 96401

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**Education**

May 2016 B.A. Spanish

California State University, Monterey Bay

GPA: 3.479

**Experience**

Duvin: A Gathering Place, Oakland CA

Bar Staff

07.2015-01.2016

* Responsible for opening tasks of the wine bar
* Responsible for inventory tasks
* Greeted customers warmly and showed them to available seating
* Performed various kitchen duties when needed
* In charge of the cash box at the end of the day
* Responsible for the end of shift duties, including closing the store

Food Bank For Monterey County, Salinas CA

Volunteer

01.2013-05.2013

* Stocked Shelves
* Assisted in a seed project

Montclair Presbyterian Church, Oakland, CA

Head Nursery Caretaker

07.2011-08.2012

* Supervised children while parents are at church
* Revised and adapted format of nursery
* Created sign in sheets
* Clarified any parent questions.

**Skills**

Fluent in Spanish and English

Intermediate High French

Knowledge of PC, Mac, Microsoft Word, Excel, GMail

Interpersonal skills- being able to talk to others

Communication skills