**Mariela Sanchez**

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**INTERN-PROFESSIONAL DEV LEVEL (HEALTH PROGRAMS POLICY)**

**­**Poised to contribute excellent communication skills in both English and Spanish, as well as strong interpersonal and organizational skills to your company in a front-line, customer-support role.

**EDUCATION**

**Wayne State University Detroit, MI August 2013 - Present**

Undergraduate Student of the Irvin D. Reid Honors College

* Team Community Service: Arranging and Decorating a learning room for a Children’s Center.

Currently working towards a Bachelor of Arts in Psychology Honors and University Honors

Expected Graduation Date May 2017

**Psychology classes** Social, developmental, abnormal.

* Understanding the way a child develops mentally and making their learning process more effective; Done in my Volunteering.

**Communication classes** Oral, Technical

**JOB EXPERIENCE**

**MexicanTown Bakery Detroit, MI October, 2011 - Present**

**Cashier**

Responsible for monitoring cake inventory and taking orders.

Ensure a safe and friendly environment for all customers.

Accountable for all money handling

**VOLUNTEERING**

**Church Community February, 2014- Present**

**Youth Group Leader**

Provide a secure and friendly environment for youth.

**Wayne State University Psychology Lab October, 2014- Present**

**Undergraduate Researcher**

Responsible for interviewing participants for Research Study.

Analyze and code collected data for the study.

**COMMUNICATION AND HUMAN RELATION SKILLS**

Bilingual: Fluent in reading, writing, and speaking both Spanish and English

Outstanding active listening skills

Trusted individual that relates well to others

Excellent customer service skills

**ORGANIZATION SKILLS**

Effective time management skills

Able to work effectively within established deadlines