

Alexandra S. Ortiz Díaz

would like to manage and take part in the public relations and public image department of your company

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EXPERIENCE

Comets Year, San Juan, PR — Yearbook Staffer

AUGUST 2017 - MAY 2018

Pinnacle Yearbook, Carmel, IN — Reporter

AUGUST 2019 - MAY 2020

ICE Allstars, Westfield, IN — Team Merchandise Designer

JUNE 2019 - APRIL 2020

EDUCATION

Commonwealth-Parkville School, San Juan, PR — 8th Grade Diploma

AUGUST 2015 - MAY 2017

Carmel High School, Carmel, IN — Core 4.0 Academic Honors Diploma

AUGUST 2018 - MAY 2021

PROJECTS

Todos a Comer

This project entailed collecting canned items and miscellaneous food to donate to nonprofit organizations with the goal of restoring Puerto Rico and its people after Hurricane Maria (2017). After the hurricane, most of the island was left without electricity, water, and food, so I took it upon myself to make a small change and help the community out.

SKILLS

Is proficient with Adobe Creative Cloud apps

Has good teamworking skills

Is a great planner and a responsible worker

Hard worker and will achieve all goals put in her plate

AWARDS

CPS Leadership Award Award received for showing leadership skills throughout the school year

NJHS Scholar Award Award for being in the top 10 percentile of the CPS NJHS Chapter

Student of the Year Award received for impeccable behavior, involvement in school activities, and outstanding grades

High Gold Honor Roll Award received for grades above a 3.80 GPA

LANGUAGES

Is fluent in Spanish and English