Alyssa Gomes

7585 Empire Grade ● Santa Cruz, CA 95060 ● 831-706-8614 ● agomes@lion.lmu.edu

**Summary of Qualifications**

Eager to learn student with the ability to assess bigger picture from smaller pieces and organize and manage large-scale projects. Has experience with both leadership and team membership and is looking for a challenging internship or part-time job.

**Education**

Loyola Marymount University; Los Angeles, CA May 2016

Bachelor of Mathematics GPA: 3.6

**Experience**

**Event Scheduling, Loyola Marymount University** August 2014-Present

*Data Analyst*

* Organizes data in order to analyze equipment and room usage over time
* Assists in predicting future trends of use using MatLab database
* Assesses the larger picture from many pieces of scattered data

**Via Services** May 2014-August 2014

*Caregiver*

* Worked as a caregiver to a wide variety of people with special needs ages 5-70
* Collaborated with other caregivers to assist those with wheelchairs or needing supervision during activities
* Learned to communicate using many different methods for verbal and non-verbal participants

**Ross**  May 2013-August 2013

*Stock/Fitting room Assistant at Santa Cruz Ross*

* Assisted management with various administrative tasks
* Developed excellent customer service experience through daily interactions with store visitors

**Loyola Marymount University** Aug 2012-May 2013 *Chemistry Lab Assistant*

* Distributed chemistry lab materials evenly
* Carried out careful instruction in order to make chemicals and acids
* Worked with Excel in order to evaluate cost of materials with usage

**Pacific Collegiate School** Sep 2009-May 2012

*Teacher’s Assistant*

* Ability to work with Word, Powerpoint, Powerteacher and printer machinery
* Able to help lead class when teacher is in need of assistance

**Other Experience**

**Ignations Service Organization, Loyola Marymount University** August 2014-Present

* Active member who has contributed 100+ hours of service to the community so far at elderly center, elementary school, animal shelter and homeless shelter

**Skills**

* PC and MAC; Microsoft Office, MatLab, Mathematica, Adobe Photoshop, Printer/Fax machinery
* Languages: conversational Spanish and ASL