

Lizeth Soto Garcia

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EDUCATION

California State University, Stanislaus Turlock, California
• Bachelors of Science in General Business Administration Class of 2020
• Spanish Minor from College of Arts, Humanities, and Social Sciences
• Graduating with Magna Cum Laude, GPA of 3.61

John H. Pitman High School Turlock, California
• Principle’s Honor Roll 2013-2017
• Future Business Leaders of America Organization 2013-2017
• Stanislaus County Music of Educators Association 2015-2017
• Seal of Multilingual Proficiency Award 2016

EXPERIENCE

Old Navy Turlock, California
Women’s Department Lead June 2016-Present
• Strategize, coordinate, and execute product placement and store moves of the company’s highest-selling department
• Train and place employees where best productivity will be achieved
• Apply marketing strategies and merchandising techniques to increase company profitability

New Student Orientation at CSU Stanislaus Turlock, California
Orientation Leader June 2019-August 2019
• Collaborate with administration’s faculty and staff members to successfully prepare, implement, and evaluate the New Student Orientation Program
• Welcome and help integrate new students and families into University by being a knowledgeable resource of the University
• Arrange school schedules and lead academic group discussions of expectancies and possible issues

Phi Sigma Sigma Organization Turlock, California
Organization Leader August 2017-Present
• Standards Board Freshman Representative: Maintain excellence and accountability among Greek community through self-governance regulations and problem-solving
• Executive Council Insignia Chair: Responsible for customizing and ordering bulk orders while maintaining professional contact with Greek-licensed companies
• Executive Council Fundraising Chair: Responsible for managing fundraisers and helping the organization of 60 members save for special occasions through distributing all fundraiser information and recording profits

SUMMARY OF

SKILLS

- Proficient in Excel, PowerPoint, and Word
- Communication
- 4 years of customer relations experience
- Team leader/ teamwork environment
- Time management and reliability
- Fast learner/ multitasker