

LIA DINIZ

LIAD2146@GMAIL.COM | (978) 810 7596 | GLOUCESTER, MA 01930

Summery

To whomever is reading this! Hi! My name is Lia Diniz. I am 21 years old. I have completed my Associates degree in criminal justice and am pursuing a Bachelor's degree in Criminology/ criminal justice. I do speak two fluent languages including English and Portuguese. I am seeking a position within the criminal justice profession, where I can utilize my academic background in criminal justice and criminology to contribute effectively to law enforcement, corrections, or related areas. I am eager to apply my passion for justice, critical thinking skills, and dedication to making a positive impact in the community.

Skills

Patient	Attention to detail
Customer service	Communication skills
Problem-solving	Cash Handling
Bilingual	Teamwork and Collaboration

Jobs/ Experiences

SANTANDER | Float Teller | Boston, MA | 10/2022 - 03/2024

- I worked as a float teller in many different locations in the Boston area. I would greet customers coming into the branch and help them with their everyday transactions; including deposits, withdrawals, transfers, payments, and other transactions and I would do this accurately and efficiently. I provided information about new bank products that suited their needs. I assisted customers with online banking, ATM cards, debit cards, and credit cards. I also helped translate in Portuguese and English for anyone who needed it.
- My job was to provide backup to branches that were short-staffed or just needed extra help in general. I would help on the teller line and organize and review paperwork whenever needed as well.

COMETEER | Assembly line worker | Gloucester, MA | 10/2021 - 09/2022

- I started off by washing capsules. I would put capsules on a tray and then wash them. After they were washed they would be put into the dehydrator to dry and then I would stack them to put them away until they were ready for use. I later moved over to fulfillment, which is where we pack our customer's orders. I would work on the computer by printing the shipping label and then putting their order of coffee in the box and anything else needed for that certain order. I will seal up the box with tape and adhere the shipping label and bring it to the correct spot so it can be shipped off to the customer.

FIRING UP PIZZA AND GRILL | Cashier and manager | Gloucester, MA | 09/2019 - 10/2022

- I worked as a cashier getting phone calls, taking people's orders whether it was a client who came in or over the phone, making sure they paid for their food and making sure they got their food and anything else they needed. I also worked as a shift manager where people were able to count on me to quickly problem solve or speak to clients about any issues. Any driver or coworker was able to come to me if they had any problem or they needed help with anything. Lastly, I counted and closed cash registers at the end of the night making sure all the money was accounted for and was where it needed to be at the end of the night.

VINTAGE SALON AND DAY SPA | Receptionist | Rowley, MA | 09/2018 - 01/2019

- I worked as a receptionist taking phone calls, checking people in and out, making sure clients paid for their service and also booking their next service.

Education

HIGH SCHOOL | May 2021

Essex North Shore Agricultural and Technical School

VOCATIONAL SCHOOL | Cosmetology | May 2021

Essex North Shore Agricultural and Technical School

COLLEGE | Associates in Applied Science - Criminal Justice | Nov 2023

Southern New Hampshire University

COLLEGE | Bachelors in Applied Science - Criminal Justice/ Criminology | Still enrolled

Southern New Hampshire University

Certifications

- OSHA
- First aid
- CPR
- Barbicide

Languages

English | Native



Portugese | Native



Spanish | Limited



Certifications

Honor Roll

Dean's List

Presidents list

References

References available upon request

