



Experience

January 2017 – present | QI Specialist, Molina Healthcare, LONG BEACH CA

- Extracted medical records from multiple databases.
- Organizing, abstracting, and inputting data in vast amounts while multitasking to meet deadlines on numerous projects.
- Trained individuals, new staff on various systems used within the company.
- Managed overcoming computer issues for the team.
- Spearheaded the creation of job guides for the vast number of programs used.

September 2018 – December 2020 | Vendor Representative, IPLB Fragrance Group, CERRITOS CA

- Capitalized on sales and events.
- Amplified sales and met monthly sales goals.
- Aligned with other salespeople to meet monthly goals especially for the holiday season.

May 2018 – August 2018 | Intern, Dream East Pictures, HOLLYWOOD CA

- Documented script breakdowns, described, marked, and labeled important script details.
- Conformed scripts.
- Edited title cards for the end credits.
- Illustrated detail changes to artwork, props, and story bible when needed.

Skills

Artistic | Adobe Photoshop, Adobe Premiere, Storyboard Pro, Microsoft- Word/ PowerPoint/ Excel, technical drawing skills, pen and ink, Marker.

Professional | Teamwork, Leadership, Communication, Time Management, Learning Quickly, Working Under Pressure, Meeting Deadlines, Multitasking, Organization, Positive Attitude.

Education

2018 - 2020

Concept Design Academy, PASADENA CA

2013 - 2018

Bachelor of Arts in animation, CALIFORNIA STATE UNIVERSITY NORTHRIDGE

Activities

CSUN PIXAR STORY WORKSHOP – 2020 | LATINX IN ANIMATION MEMBER- 2019-PRESENT