

Gil Torres

Business Intern

Oxnard, CA 93035

gilbert.torres7@yahoo.com

+1(805) 827-4095

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Factory Worker

Amazon Warehouse-Oxnard, CA

May 2024 to Present

I worked as a factory warehouse worker at Amazon which required stowing, picking, diverting, and pushing items in the warehouse.

Busser

Olive Garden-Oxnard, CA

July 2022 to March 2023

I was employed as a busser serving the restaurant. I was working for a business that prioritized customer satisfaction and great organization.

Customer Services Representative

REGENCY THEATRES-Ventura, CA

February 2021 to June 2022

I was employed as a theater member who was assigned tasks under leadership, customer services, and teamwork. I was dutiful helping the theater earn business revenue towards ticket sales and snacks.

Retail Sales Associate

Saks OFF-Camarillo, CA

June 2019 to December 2020

Under this position as a retail sales associate, I assisted customers with their transactional purchases and return inquiries, have managed and utilized the cash registers, as well as organized and maintained each specialized department. I have a great understanding of how to complete services and needs in a smooth, efficient manner, and organize and maintain a variety of labor sectors in effective ways. I have a high understanding of how to direct phone calls, help customers and managers with their monetary, scheduling, and informational needs, all whilst maintaining a clean, organized, maintained department for the best, most positive shopping experience.

Customer Service Representative

Tax Associates

January 2017 to April 2019

As a customer service representative for a tax preparer, I would graciously answer and direct phone calls for supervisors, assist and check-in clients, file and assort various documents, and schedule tax appointments that met clients' availability times. On my spare time, I would also stock supplies, move office furniture and organize the building, and maintain an organized, clean office environment for clients. I highly enjoyed working, interacting, and assisting a wide range of people with their needs.

Education

Bachelor's in Business Administration

Cal State Long Beach - Long Beach, CA

August 2021 to Present

Associate in Science (AS) in Business Administration

Ventura College - Ventura, CA

August 2018 to May 2021

Associate in Arts (AA) in Social and Behavioral Sciences

Ventura College - Ventura, CA

August 2018 to May 2021

Skills

- Sales
- Microsoft Word
- Customer Service
- Office Administration
- Filing
- Cash Handling
- Microsoft Office
- Retail
- MS Office
- Friendly, Fast Learner, Dependable, Dedicated, Organized. (3 years)
- Customer Care
- Receptionist
- Busser
- Inventory

Certifications and Licenses

Driver's License

November 2017 to Present

Class C Drivers License

Food Handler Certification

California Scholarship Federation Certificate

August 2014 to June 2018

In high school, I earned a CSF certificate for volunteering to do extensive community service, such as elderly atria events, community cleanups, and visiting many conservation sites for 4 years, at a minimum of 8 hours per school week.

High School Diploma w/ Honors

August 2014 to June 2018

I received my High School Diploma with rigorous Honors and AP/IB classes at Rio Mesa High School with a cumulative 4.35 GPA.