Global Learner

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**Education**

**University of Arkansas, Sam M. Walton College of Business Fayetteville, Arkansas**

*Bachelor of Science in Business Administration Expected Graduation: May 2021*

• Majors: Supply Chain Management and Information Systems, GPA: 3.76

**Global Computer Technical Institute Santiago, Panama**

Computer Networks and Maintenance 2013  
Graphic Design, Computer Repair and Maintenance 2013

**Skills**

* Excel and PowerPoint Proficient
* Visual Basic
* Languages: Spanish, English, Cantonese, Mandarin
* SAS Certified
* Working knowledge Adobe Suite
* Tableau

**Work Experience**

**Almacen Ramon****Sona, Panama**

Assistant Operations Manager May 2016 - August 2018

* Improved 15% of inventory flow by inspecting misplaced and understocked merchandise
* Negotiated and collaborated with vendors/suppliers to contribute to cost-effective operations
* Maintained knowledge of strategic vendors/suppliers and built constructive relationships
* Reduced complicated customer complaints addressing needs and inquiries by 35%
* Managed and collected accounts receivable from more than 75 frequent customers

**Mobile Tech Electronics Sona, Panama**

Sales RepresentativeMay 2015 - April 2016

* Performed customer service focusing on returns, complaints, inquiries, and sales retail
* Led products line support to customers including answering questions of product functionality
* Achieved a target of 250 sales in a timely manner
* Reconciled daily inventory deliveries and distributed items to different departments

**Leadership/Memberships**

**Panamanian Student Organization, University of Arkansas** Fall 2017 - Present

*Treasurer (Fall 2018 - Present)*

* Record all financial transactions of organization and produce monthly financial statement to Student Affairs
* Allocate funding of $10,000 in total for events such as Panamanian Day and Panama Cultural Fest
* Develop, lead, and supervise activities with more than 200 participants to highlight and promote Panama’s culture

**Arkansas Supply Chain Association, University of Arkansas** Spring 2018 - Present

*Vice President of Finance (Fall 2018 - Present)*

* Organize and participate in monthly meetings; secure senior executives for guest lectures-Amazon, Koch, and Walmart
* Compose yearly budget and perform accounting tasks including producing financial statements
* Plan and collaborate for networking events such as the Supply Chain Departmental Pre-Career Fair Breakfast

**Spanish Conversation Partner, University of Arkansas** Fall 2016 - Present

* Lead more than 100 non-Spanish speakers pursuing fluency conversational Spanish

**Honors/Awards**

* Sigma Chi Mu Tau, Supply Chain Management Honors Society Spring 2019 - Present
* IFARHU-SENACYT Undergraduate Scholarship Fall 2016 - Present
* Panama Tuition Advantage Scholarship Fall 2016 - Present
* Recognition for Outstanding Spanish Conversation Volunteer Spring 2018