

Margarita Sipaque

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Skills

I am good with technology; I can work Indesign, I can type, use excel, mc word, google docs, and slides. I'm a great listener, friendly, and good with people. I'm good at writing and good with communication skills. I'm responsible, do things the first time when told, organized, punctual, flexible with work hours or days, reliable, hard working, I follow instructions, and am good at multitasking. I am a quick learner and I have a good attitude when it comes to teamwork. I am bilingual; I speak, read, and write in both Spanish and English.

Experience

Rods Grill, Arcadia

- I've helped clean tables and work at the cashier at my grandpa's restaurant during school and summer break.

August 2020 - June 2021

Warrior Life Magazine, Torrance – *Staff Writer*

- I am a staff writer for Warrior Life Magazine at El Camino College.

March 2021 - June 2021

Tutoring, Torrance – *Tutor*

- I have experience in working with two highschool students. I helped them with homework and tutored them.

September 2021 -

Home Goods Crossroads, Torrance – *Cashier, Sales Associate*

- Currently I work part time at Home Goods Crossroads in Torrance, CA. I have learned to balance both school and work.

February 2022 - June 2022

The Union, Torrance – *Staff Writer*

- This Spring semester of 2022, I was hired to be a staff writer for The Union. I learned how to balance this job while working at HomeGoods.

Education

September 2016 - June 2020

South Torrance High School, Torrance

- I was a TA for my History teacher during my Junior year of high school. I TAed her sixth period which was her theater class.

Extra Curricular:

- I was on the softball team
- I was part of the Best Buddies and Spanish club at my high school.

August 2020 - Present

El Camino College, Torrance

Interests

Outside of school:

- I love to do my makeup and one day I would love to take a cosmetology class.
- I love fashion, meaning I like to be creative and play around with clothes to make different outfits. I'm hoping to do something in the fashion industry for my career.