

Andres Orozco

, Oakley, CA 94561

EDUCATION

Saint Mary's College of California (SMC) Moraga, CA May 2020

BA: Political Science and Ethnic Studies, GPA: 3.3

Freedom High School, Oakley CA June 2016
High School Diploma, GPA: 3.83

EXPERIENCE

Saint Mary's College Office of the Dean of Students and Campus Housing
Moraga, CA

Front Desk Receptionist August 2016-Current

- Work with students and parents with any concerns regarding Campus Housing.
- Plan and implemented bi-weekly staff meetings with respect to properly schedule staff members' shifts and to promote an efficient chain of communication.
- Manage the process and execution of room assignments, room changes, room swaps, cancellations and billing of all residential students.
- Trained 3 front-office staff members as resources for students and parents alike while enforcing policies and procedures.

You Me We Oakley Oakley, CA
Ambassador August 2015-Current

- Assist and help fill out the N-400 application for people applying to become U.S citizens.
- Volunteer at various events and work with program coordinator to put on community programs.
- Talk to community members and do outreach to let people know about our resources and events.

Saint Mary's College High Potential Program Moraga, CA
Peer Mentor July 2017-Current

- Serve as a Mentor for first year first generation college students throughout the academic school year.
- Track students progress throughout their first year and make sure they are on track to graduate.

Saint Mary's College Student Government Moraga, CA
Class of 2020 President September 2016- May 2018

- Make changes on campus that my constituency wants to see
- Led class cabinet in meetings and planned events

Saint Mary's College New Student and Family Programs Moraga, CA
Orientation Leader and Weekend of Welcome Leader Summer 2017

- Welcomed incoming first years and new students to campus, while promoting inclusivity and

Freedom High School Oakley, CA
Head Student Athletic Trainer July 2014- June 2016

- Supervised athletes while they checked in and out of the training room to get an injury evaluated
- Taped ankles and wrists, provided ice for injuries, and assessed injuries

Freedom High School Oakley, CA
Folkloric Dance Instructor Sept 2013 - June 2016

- Taught Folkloric dances to students and prepared routines for multicultural events

SKILLS

Computer: Proficient with Microsoft Office and Mac OS X

Certifications: CPR and First Aid

Languages: Fluent Spanish and English

STUDY ABROAD and SERVICE LEARNING

Salinas Immersion Leader

Salinas, CA

Oct 2016 and Oct 2017

- Led and organized an immersion Program for 20 SMC college students to Salinas, CA. Students learned about food injustices and agriculture labor.

Kids Alive International

Dominican Republic

Spring Break 2016

- Mentored and tutored in several orphanages, from ages 1-18.

Global Glimpse

Nicaragua

Summer 2014

- Served families and worked on a service project to update an elementary school
- Learned about third world countries

Community Service/Activities

SMC La Hermandad Club SMC First Year Experience Committee, SMC Our Lady Of Guadalupe Committee, SMC Ballet Folklorico Guadalupano and SMC High Potential Program

Treasure, FHS Power of Unity; Vice President, FHS Latinos Unidos; President, FHS French Club
You, Me, We Oakley

- Safe Keeper Training, and Citizenship drives, Contra Costa County Congreso Familiar, Dia De Los Muertos

HONORS

2017 Leadership, Involvement and Diversity Award

2016 Youth Hall Of Fame Certificate Of Recognition, Contra Costa County

Volunteer Award Winner, Oakley 2016 Outstanding Youth

Certificate Of Recognition, Award California Legislature Assembly

Recognition Award, Certificate Of Special Congressional

Certificate of Completion, Global Glimpse