

# Griselda Cardona

## Sage Scholar

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### EDUCATION

BS Mechanical Engineering and BS Material Science Engineering

University of California, Berkeley

Expected Graduation: May 2011

*Relevant Coursework:* Engineering Design and Analysis, Computer Programming, Engineering Design Graphics, Statics and Mechanics of Behavior

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### SKILLS AND ACCOMPLISHMENTS

#### Leadership and Organizational Skills

- Managed and organized multi-million dollar accounts
- Founded and coordinated a tutoring program focused on the improvement in grades of middle school students in math and English
- Motivated coworkers in sales by improving my sales from \$200 a week to \$1800 a week within three weeks of starting at Skechers

#### Analysis and Research

- Conducted research on viruses that obtain capabilities to detect TNT explosive
- Evaluated and concluded from the results of various samples to determine the optimal outcome
- Consolidated past and present data results for twenty-four samples for clarity

#### Teamwork and Interpersonal Skills

- Raised over \$2000 for UC Berkeley convincing alumni and parents to contribute
- Provided exceptional customer service to diverse clients in a bustling retail company while accurately finishing transactions
- Initiated a monthly meeting between the parents and myself to encourage their contribution and to assess their child's improvement

#### Computer and Language Skills

- Computer: PC/Macintosh, MATLAB programming, AutoCAD, Microsoft Office, Solidworks (Certified Solidworks Associate)
- Languages: Fluent in Spanish conversation

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### WORK HISTORY

<b>Research Assistant</b> , <i>Professor Arunava Majumdar</i> , Berkeley, CA	06/09 – 09/09
<b>Personal Assistant</b> , <i>Dirk Neyhart</i> , Berkeley, CA	02/08 – 06/09
<b>Host</b> , <i>California Science Center</i> , Los Angeles, CA	06/08 – 08/08
<b>Caller</b> , <i>Calling Center</i> , Berkeley, CA	02/08 – 04/08
<b>Sales Associate/Cashier</b> , <i>Skechers Co.</i> , Universal Studios, CA	04/07 – 07/07

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### ACTIVITIES

**Treasurer**, Hispanic Engineer Society, SHPE chapter (HES), 09/07 – present

**Coordinator**, Berkeley Engineers and Mentors (BEAM), 09/08 - present

**Mentor**, Incentive Awards Program (IAP), 06/05 – present

**Member**, Student Achievement Guided by Experience (SAGE), 12/08 – present