

# Vanessa Melgarejo

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## Personal Branding Statement

Creative thinker with a positive attitude and a desire to learn. Committed to my team, self-confident, determined to attend the University of Oregon, motivated to publish a book and start my career as a psychologist.

## Career Expertise

Counseling	Teaching	Keeping records
Organizing	Motivating	Writing reports
Public relations	Influencing	Directing
Scheduling	Interviewing	Typing
Money handling	Supervising clients	Formulating new ideas

## Relevant Experience

### **Receptionist, Value Auto Repair, Portland, OR**

**2014**

- Manage the shops finances, order the parts and collect the money
- Inform the customers about any information regarding their vehicle or payment plan
- Administer U-Haul rentals and returns

### **Elderly care provider, in home, Portland, OR**

**2010–2013**

- Prepared breakfast every morning and made sure the correct medication was taken
- Assisted in daily walks through the park for exercise
- Made the bed with fresh linen and adjusted the bed to the correct position every night

### **Child care provider, in home, Portland, OR**

**2006–2010**

- Monitored child throughout the day
- Bathed and fed child daily
- Guided and encouraged child through the different stages (walking, talking, potty-training)

## Education

Centennial High School Gresham, OR Anticipated graduation: 2016

## Affiliations/Involvement

Member, National Society of High School Scholars, Portland, OR 2014

Volunteer, Humane Society, Troutdale, OR 2014

Team member, Centennial soccer, Gresham, OR 2011–2013

Volunteer, Harold Oliver, Portland, OR 2012

