

TRISHA A. BANTIGUE

trishabantigue@berkeley.edu | 45 Lansing St. Apt. 407, San Francisco, CA 94105 | #415-819-8156

[**Objective**] To acquire an impactful position that would empower me to utilize my insight and acquired skills in a professional environment of technological innovation to successfully benefit your company and contribute to your progress of attaining your goals.

- ♦ Willingness to learn new experiences & skills
- ♦ Self-starter & team player
- ♦ Ability to handle multiple tasks & stress positively in fast-paced environments
- ♦ Resourceful & adaptive
- ♦ Superb interpersonal & communication skills
- ♦ Tri-lingual
- ♦ Microsoft Excel, Word, PowerPoint
- ♦ Adobe Photoshop and Lightroom
- ♦ Basic HTML, CSS and Javascript
- ♦ Data analysis and research
- ♦ Recruiting and training
- ♦ Leadership experience
- ♦ Community affairs
- ♦ Event coordinating
- ♦ Marketing (digital, social media, SEM, user acquisition)

[Professional Experience]

March 2015 – Dec. 2015

Google

Mountain View, CA
Candidate Host

- ♦ Familiarized self with the Mountain View building & office layouts for location hosting
- ♦ Interacted with candidates using strong people skills in order to create a great working atmosphere
- ♦ Effectively communicated with team leads & recruiting coordinators to avoid & counter any issues that may arise
- ♦ Facilitated smooth and memorable interview experiences for candidates

Feb. 2015 – Dec. 2017

Gurus Education

Fremont, CA (Bay Area)
Public Speaking & Debate Teacher

- ♦ Prepared various course materials such as the syllabus, assignments and speech/debate tournaments
- ♦ Initiated & facilitated classroom discussions
- ♦ Delivered lectures on public speaking and debate core tactics
- ♦ Provide appropriate feedback on students' work in regards to their skills and experience

- ♦ Asian American Foundation | Events Coordinator (2018-current)
- ♦ Pilipino American Alliance | Chief of Staff (2016-2017)
- ♦ UC Berkeley GSPP | Career Services Assistant (2014-2015)
- ♦ Robert Half | Administrative Assistant – (2014)
- ♦ Paradigm Consulting Group | Human Resources Assistant (2013-2014)

Feb. 2014 – Jan. 2015

InfoScout Inc

San Francisco, CA
Data Analyst

- ♦ Researched brands & companies to gather consumer data behavior pulled from quantitative & qualitative data sources
- ♦ Collaborated with the team to analyze and interpret data to learn about market trends
- ♦ Accomplished the company's data analyst team's goals by reaching 60% of the RSD's item attribution

[Education]

- ♦ Bachelor of Arts Degree in **Political Science** at University of California, Berkeley (2013-2017)
- ♦ Advanced Honors High School Diploma in **Nursing** from Southwest Career & Technical Academy in Las Vegas, NV (2009-2013)

[References]

- ♦ Dr. Francis Kong – (415) 999-9745 / collinswoodfk@gmail.com – Leadership Director at Asian American Foundation
- ♦ Shelly Tam – (408) 310-2189 / shellyt@google.com – Lead Trainer at Google HQ
- ♦ Ben Ahn – (808) 346-9338 / ben@infoscoutinc.com – Account Exec/Formal Analyst Team Lead at InfoScout

