

FLAVIA LARES



(918) 269-6779



flavlares29@gmail.com



Santa Clarita, California

Digital creator with experience helping brands achieve their business goals through social media marketing.

Skilled at meeting customer needs and staying on top of demands.

EDUCATION

2013 - 2015

Innova College

Associate of Science in Business
Administration

SKILLS

- Adobe Photoshop
- Final Cut Pro
- Spanish Language Proficiency
- Photography & Videography

WORK EXPERIENCE

Dispatcher

JEP Services LLC. 2013 - 2014

In charge of dispatching trucks to their new location to pick up or drop off loads.

Patient Transporter

Saint Francis Hospital. 2016

Transported patients around the hospital to get ultrasounds, MRI's, surgery, dialysis, new rooms, etc.

Digital Creator

Flavia Lares LLC. 2019 - present

Creation of digital photography and videography for brands for their websites and social media platforms.

Administrative Assistant

Coastline Construction 2021- 2022

In charge of supervising daily material invoices. Responsible for payroll, for sending contracts for new projects. Keep up to date COI's and W9's. Communicated on a daily basis with General Contractors and Superintendents.