

CHRIS PAJARILLO

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EDUCATION

San Jose State University San Jose, CA
Business Administration, Finance (transitioning to Management Information Systems) May 2025

- Relevant Coursework: Financial Accounting, Managerial Accounting, Legal Environment of Business, Intro to Business Programming, Systems Analysis and Design, Computer Tools for Business

WORK EXPERIENCE

BPM LLP San Jose, CA
Assurance Intern Jun 2023 – Present

- Created presentations with 3 other interns to showcase audit skills and professionalism in the workplace
- Investigated subsequent events and conducted substantive tests of year-end transactions for each client
- Performed inquiry, recalculation, observation, and other substantive procedures for assurance of audit assertions in compliance with G.A.A.S.
- Obtained supporting documentation and executed account testing to determine the reasonableness of account balances and verify completeness of the expenses recognized
- Billed over 120+ client hours over the course of the internship

Banana Republic Livermore, CA | Santa Clara, CA
Home Design Consultant Mar 2023 – Present
Client Advisor Jul 2020 – Present

- Promoted loyalty program and credit card for 50+ guests daily to increase returning customers
- Cultivated relationships with 25+ customers and managed weekly communications with clienteling system
- Assisted in executing brand relaunch by keeping up with product updates across 4+ product cycles
- Led the launch of the new home furnishing business, by capturing client details and communicating updates

EXTRACURRICULARS

Alpha Kappa Psi — Omega Phi Chapter San Jose, CA
Vice President of Administration Dec 2022 – Present

- Manage 7 committee directors to plan weekly educational sessions, fundraisers, and community service
- Collaborate with 15+ officers and directors to create and lead presentation for weekly meetings
- Conduct weekly meetings with 11 executive board members to discuss organizational improvements

Chief Justice Feb 2022 – Dec 2022

- Worked in a team of 5 members in weekly meetings to uphold members' standards of conduct
- Oversaw 25+ member-recruit interactions weekly and administer appropriate corrective action
- Developed and implemented policy changes and ensure voting integrity for 40+ members

Vice President of Service, Alpha Kappa Class Sep 2021 – Nov 2021

- Hosted a food and clothing drive with CityTeam San Jose and collected 80+ items for the homeless
- Led 100% quiz pass rate across 14 members to provide donations via worldhunger.org
- Created and presented weekly marketing presentations to promote service and charity events

ADDITIONAL

Technical Skills: Google Suite, Microsoft Office, iOS, macOS, Microsoft Windows, Slack, Zoom, Python, Tableau, ProSystem fx Engagement, Suralink, Microsoft Visual Basic

Certifications & Training: Data Visualization (Becker), How to Properly Prepare Audit Documentation (Becker)