

# Javier Arriaga Camargo

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## EDUCATION & RELEVANT COURSEWORK

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### San Jose State University

*Business Administration 2.0 AS-T,*

- Networking & Data Communications
- Business Programming (Python)
- Marketing & Demographic Analysis
- System Analysis & Design

**Expected Graduation Spring 2026**

*San Jose, CA*

### The Hague University of Applied Sciences

*ECHO Study Abroad via TRIO Student Support Services*

- Sustainable Entrepreneurial Thinking
- EXPLICO (Exchanging Perspectives for Local Impact in Covid Times)

**Semester Completed July 2024**

*The Hague, NL*

## WORK EXPERIENCE

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### El Camino YMCA

*Recreation Leader @ Jose Antonio Vargas Elementary (Grades K-5)*

- Working among a group of other Recreation Leaders to care for children aged K-5.
- Translation for the prominent Spanish community.
- Maintaining safety standards and applying conflict resolution

**February 2024 – Current**

*Mountain View, CA*

### Mission College

*Student Ambassador*

- Assisted prospective and current students in enrolling and addressing miscellaneous inquiries.
- Coordinating team of student ambassadors to execute school events and initiatives.
- Trained in the internal student portal platform to address student concerns adequately.

**June 2023 – May 2024**

*Santa Clara, CA*

### City of Milpitas Recreation Dept.

*Recreation Leader (Ages K-12)*

- Recreation Dept. provides a variety of after-school programs and public events.
  - Teen Center: Organizing activities for teens. Organizing logistics/itinerary for a [summer concert](#).
  - LYFE (Leading Youth Futures Everyday): After-school for local middle schools. Carrying out daily activities for participants, overseeing participant interaction and wellbeing.
  - Winter/Summer Camps: Aimed at children K-5, record keeping and documenting participant docs

**Nov. 2022– March 2024**

*Milpitas, CA*

### Olive Garden

*Host*

- Direct contact customer service oriented position, seating guests while handling point of service software
- Collaboration with staff team in order to maintain cleanliness and provide a calming experience for guests.

**April 2021 – March 2022**

*Milpitas, CA*

## CERTIFICATIONS, SKILLS & INTERESTS

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- **Certifications:** Google IT Support Professional Certificate, First Aid & CPR Certified.
- **Skills:** Fluent Spanish reading/writing, program planning, interpersonal communication, MS Excel, office administration, delegation
- **Interests:** Amateur cooking, acoustic/electric guitar, volunteering at Milpitas Adventist Center