

KEIDY ARBOLEDA

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OBJECTIVE

A dedicated student with experience in hospitality and customer services, my objectives are to enhance my educational and professional skills in a dynamic workplace and to solve problems in a creative and effective manner in a challenging position.

EDUCATION

Benedict College

Columbia SC, United States

Bachelor of Managerial Accounting

Expected Graduation Date: May 2022

GPA: 3.3/4.0

PROFESSIONAL EXPERIENCE

Richland County Transportation Program

Columbia, SC

Finance Intern

Sep 2018 Nov.2018

- Contributed to the Neighborhood Improvement Project that identified and solved problems related to roads, crosswalks, sidewalks, and signage in the Richland County area
- Helped manage a \$1.8 million budget to execute the project and produced a remainder of \$32k.
- Personal assistant at iRealty International (Real Estate)
- Administration specialist in marketing and recruiting

Columbia Heights Educational Campus- Tutor

Washington,

Dc

Aug 2017 - June 2018

- Reviewed class assignments
- Assisted students with homework
- Developed training and teaching materials to help students

HONORS & ACTIVITIES

- Trustee Club Scholarship – Full academic scholarship, Benedict College. 2018
- 1st place in Spelling B (BELL High school) 2018
- School of Honor's student 2018/2022

SKILLS & PERSONAL DETAILS

- **Languages:** Spanish (native), English (fluent)
- Relevant computer skills – Microsoft Office
- Nationality: Colombian (US legal permanent resident, Green Card holder)