

**Chris Sanchez**

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**Education** San Diego Mesa College, San Diego, CA May 2007  
Associate of Arts Degree in Business Administration

- Overall GPA: 3.7
- Vice President's List every semester
- Study Abroad in Spain

**Experience** **Website Designer** 2004-present  
*J&C Communications, San Diego, CA*

- Create new web pages.
- Maintain and update existing internet sites.
- Design graphics for flyers and posters to be used in marketing services to diverse community.

**Internet Coordinator** 2002-2004  
*Pacific Hill, Del Mar, CA*

- Designed and implemented official company website for use by employees and community members.
- Marketed web site through web advertisements and directories.
- Contacted vendor to take real estate photographs.

**Translator** 2001-2002  
*Yoll Communications, San Diego, CA*

- Translated and edited books from English to Spanish.
- Performed computer repairs and maintenance.
- Created book layouts on computer.
- Purchased computer equipment.
- Evaluated and recruited new authors.
- Coordinated correspondence between authors and publishers.
- Designed marketing strategies to promote organization.

**Computer Skills** MS Word, PowerPoint, HTML, Adobe Photoshop, Quark Express

**Languages** Fluent in Spanish (speaking and writing)

**Activities** International Student Organization  
Math and Computer Science Club  
St. Vincent De Paul Volunteer