

Luz G Mayhuire

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OBJECTIVE: To obtain an entry-level position in International Business with an emphasis in International Marketing.

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: December 2014
Major: International Business Administration & minor Management Information

System.

GPA:

Selected Courses:

International Marketing

Management Information Systems

International Trade

Fundamental of International Business

ACTIVITIES:

- Member, International Business Association, spring 2011 – present
- Member, Hispanic American Cultural Club, (Northampton Comm. College)

EXPERIENCE: ADECCO, FISHER CLINICAL SERVICE, Allentown, PA
July 2012 –January 2013

Packer and Labeler

- Worked bottling, labeling, carding, and blistering clinical trial drugs at multinational pharmaceutical company specialized in serving the packaging and distribution requirements of clinical trials across the world.
- Responsible for quality control and efficiency and inspecting drugs for minor defects.
- Trained in Good Manufacturing Practice (GMP), safety and special protection such as respiratory system protection.

LUTRON ELECTRONIC COMPANY INC. Allentown, PA
January 2010 – May 2012

Packing

- Built quality light controls in electronic manufacturing company, completing about 500 light controls in a work day.
- Worked in special orders for customers who order custom orders online directly from Lutron.
- Worked in manual assembling line in large orders, assembling about 2000 light control per group in a workday.
- Checked every single product for every order always for quality.

CRAYOLA LLC, Easton, PA
January 2006 – February 2011

Machine Operator

- Worked as machine operator in a manufacturing company specialized in art products for kids and artists use.
- Promoted to different department and positions of the company such in Packing Department and Labeling Department.

- Performed daily safety and operability inspection of the assigned machine.
- Performed minor fixes and reported major repair needs to the department's mechanics.
- Documented all major and minor repairs carried out in the machine during the shift.
- Controlled the quality and output of the order.
- Participated in timely meeting and discussions of staffs and departmental heads to discuss shortcoming, policies, and complaints related to quality, safety, and production.

STAFFMARK, CRAYOLA LLC. Allentown, PA

June 2005 – February 2006

Packing

- Planned and monitored line production as a line leader.
- Followed job instructions from head management.
- Explained about the job to each person involved in that production.
- Designated work to each person on the production line.
- Controlled each hour quality and output.
- Communicated continuously with my team members about any changes or errors.

ADECCO AT CRAYOLA LLC, Bethlehem, PA

August 2003 – June 2005

Packing

- Worked in assembling line in a team.
- As a line leader, encouraged to complete work order for the day and made sure the quality.

SKILLS:

- Microsoft Office, Microsoft Word, Excel.
- Spanish, native speaker.