



**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Personnel Committee
Zoom: <https://csusb.zoom.us/j/89009705795>
April 30, 2025 – 3:30pm**

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes
 - a. No minutes to approve at this time.
4. Open Forum
5. Adoption of Agenda

OLD BUSINESS:

There is no old business at this time.

NEW BUSINESS:

PC 22/25 Interview student representative candidates and select those who will move forward to interview at the SMSU Board of Directors Annual Meeting on May 7, 2025. (Action, Paz)

Announcements

Adjournment

Personnel Committee Meeting
April 30, 2025
3:30 – 5:00pm

Interview Schedule

1. 3:30pm - Begin Meeting
2. 3:35pm – Candidate 1
3. 3:45pm – Candidate 2
4. 3:55pm – Candidate 3
5. 4:05pm – Candidate 4
6. 4:15pm – Candidate 5
7. 4:25pm - Candidate 6
8. 4:35pm – Candidate 7
9. 4:45pm – Candidate 8
10. 4:55pm – Candidate 9
11. 4:55pm – Debrief

Full list of Candidates

	Name on Application	Name on MyCoyote	CID
1	FNU Anjali	Anjali Anjali	008613560
2	Jack Reynolds		008830907
3	Jocelyn Paz Moving forward to May 7 th Interview.		007237874
4	Jose Manuel Hernandez Jr Moving forward to May 7 th Interview.		007698711
5	Kirandeep Kaur		008425034
6	Nicholas Hernandez	Nick Hernandez	005763624
7	Robinpreet Waraich Interviewing May 7 th		008495260
8	Shanita Derrick		007845325
9	Sophia Garcia Moving forward to May 7 th Interview.		008300377
10	Sukhpreet Kaur Moving forward to May 7 th Interview.		008785069

11	Unnati Sisodiya		008766258
12	Kimberly Rosas		008611116
13	Teniola Akinyemi	Oluwateniola Akinyemi	008653158

Candidate 1

Name:	CID:	Major:	Class Level:	Grad Date:
Best Oluwateniola Akinyemi (Teniola Akinyemi)	008653158	Biology	Undergraduate Student	May 2028

Question 1: What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

As a first-year Biology student, I bring leadership and teamwork skills from my time as secretary of the Sobobans club, where I helped organize meetings and fundraising events. I'm passionate about making student voices heard and want to help create a supportive and inclusive campus for everyone.

Question 2: What do you hope to achieve as an SMSU Board of Director Student Representative?

As a Student Representative, I hope to make sure all students feel heard and supported. I want to help improve communication between students and the Board, bring attention to student concerns, and work on creating more opportunities for involvement, support, and community on campus.

Question 3: Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

In addition to my leadership experience as secretary of the Sobobans club, I've been involved in community service and enjoy helping others whenever I can. I value teamwork, responsibility, and communication—qualities I believe are important in a representative role. I'm also eager to learn, grow, and contribute positively to the student community at SMSU.

Candidate 2

Name:	CID:	Major:	Class Level:	Grad Date:
FNU Anjali	008613560	Entrepreneurship	Post-baccalaureate Student	Dec 2026

Question 1: What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

No response

Question 2: What do you hope to achieve as an SMSU Board of Director Student Representative?

No response

Question 3: Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

No response

Candidate 3

Name:	CID:	Major:	Class Level:	Grad Date:
Jack Reynolds	008830907	Supply chain and logistics management	Undergraduate Student	Fall 2027

Question 1: What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

I have a unique student perspective as a commuter student from Riverside. I have worked at multiple campuses that offer little in the way of commuter student experience and I understand the struggle of being a student who only goes to school for instruction. I have also worked under my previous institution's housing department and gained knowledge of the life's of live on campus students and what they desire from campus life.

Question 2: What do you hope to achieve as an SMSU Board of Director Student Representative?

I hope to achieve a better student experience for commuters as they lack the community that on campus students have. Commuter students see campus as just an institution to learn and once classes are over they go home without remaining on campus.

Question 3: Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

When I lived in Texas I would work in the local church's food kitchen during thanksgiving for those who were unable to cook.

During my time in community college I was part of the Logistics club who was in charge of many community outreach events such as philanthropy and Bombas for the homeless during winter.

Candidate 4

Name:	CID:	Major:	Class Level:	Grad Date:
Kimberly Rosas	008611116	History Pre-Credential	Undergraduate Student	May 2026

Question 1: What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

Currently, I serve as a fellow for CSUSB College Corps. I have served as a tutor at San Bernardino High School, helping bridge the communication gap between students and teachers, helping students with their math and academic questions, and providing students with basic needs such as pens, pencils, and proper stationery. This experience is relevant to the SMSU Board of Directors because we need representatives who actively seek out student input, questions, comments, and concerns. There are currently almost 18,000 students at CSUSB, and they deserve a student representative who is actively listening and trying to reach out to as many of them as possible to keep them informed, or to listen to anything they might require that the board can provide support for. Additionally, I serve on the College Council as Treasurer. My experience in this role is relevant because on the council I collaborate with my peers to curate activities and organize events for our cohort, which can be useful for the board when organizing events.

Question 2: What do you hope to achieve as an SMSU Board of Director Student Representative?

I hope to represent the students of CSUSB by actively communicating with students about board meetings, hearing their input, and providing a voice for them on the board. Students are busy and not engaged with our school, so seeking them out and assuring them that they are being represented and that their opinion matters is vital. Going out to have one-on-one conversations is an initiative I hope to bring to fruition on the SMSU Board so that information about board meetings and current school events are communicated. Collaborating with other organizations such as ASI to create new and effective methods of engagement is also something I wish to bring to fruition if appointed to the SMSU Board of Directors.

Question 3: Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

I have learned and grown a lot in the past year, but one thing that is certain is that I have a passion for civic engagement and for the students of San Bernardino, K-12 and college level students. It would be a privilege to continue this service on the SMSU Board of Directors.

Candidate 5

Name:	CID:	Major:	Class Level:	Grad Date:
Kirandeep Kaur	008425034	Public Health	Undergraduate Student	05/19/2028

Question 1: What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

I don't have relevant experience as a student representative on the SMSU board of directors, but if I get the chance, I will gain experience and help other students.

Question 2: What do you hope to achieve as an SMSU Board of Director Student Representative?

I want to be the student's voice: as what they think and need. As well as I will push for change that help students have a better college experience and help students understand what the board is doing. moreover, I will improve college life with work to make campus better for everyone.

Question 3: Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

I worked as a registered nurse in India. During my college years, I participated in numerous activities, collaborating with health centers and community services to prevent communicable diseases, educate the public, promote health, and conduct surveys. I took on leadership roles in these initiatives, which made it easier for me to lead a team and support the department. This experience has contributed to my personal growth and self-awareness. Additionally, I enjoy

educating others as a leader and working with a team on community service projects that align with my hobbies.

Candidate 6

Name:	CID:	Major:	Class Level:	Grad Date:
Nicholas Hernandez	005763624	Healthcare Administration	Other	Spring 2025

Question 1: What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

I can bring team work a positive attitude and a determination of success to this organization as well as excellent customer service to our students and staff. My current occupation as a hospital Pharmacy Technician has help me gain the skills of becoming a team player and help me provide the skills to help provide patient care as well as help our nurses provide the care and safety our patients need.

Question 2: What do you hope to achieve as an SMSU Board of Director Student Representative?

I hope to achieve an understanding on how an organization runs and how to learn how budgeting works as well as to provide and help with becoming a team player as well as becoming a leader to help better the University as well as the communities all around CSUSB.

Question 3: Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

I am recent intern that was the first Anatomy Lab intern at California State University Science of Medicine I helped maintain the lab above standards as well helped provided the proper set ups for Medical students for their studies.

Candidate 7

Name:	CID:	Major:	Class Level:	Grad Date:
Robinpreet Waraich	008495269	Computer Science	Undergraduate Student	May 2029

Question 1: What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

If appointed as a Student Representative on the SMSU Board of Directors, I would bring strong leadership, communication, and problem-solving skills. My background in computer science has equipped me with analytical thinking and the ability to assess complex issues—valuable for making informed decisions on behalf of students.

My experience working as a gym trainer and in various campus roles has strengthened my ability to engage with diverse student groups and advocate for their needs. I have developed strong teamwork and organizational skills, which would help me contribute to the board's strategic goals.

Additionally, my experience in IT and programming gives me a data-driven mindset, useful for evaluating budget proposals and improving student services. My work in marketing and communication has enhanced my ability to engage stakeholders and promote initiatives effectively.

Overall, my diverse experience in leadership, communication, and analytical thinking would allow me to serve as an effective and thoughtful representative on the SMSU Board of Directors.

Question 2: What do you hope to achieve as an SMSU Board of Director Student Representative?

As an SMSU Board of Director Student Representative, I aim to strengthen the connection between the student body and the board, ensuring that student voices are not only heard but drive meaningful change. My primary goal is to advocate for improved student services, increased transparency in decision-making, and the development of more inclusive and accessible campus resources.

I want to create open channels of communication where students feel empowered to share their concerns and ideas, fostering a sense of community and trust. Additionally, I hope to push for strategic initiatives that enhance student well-being, such as expanding mental health resources, improving campus facilities, and increasing opportunities for professional growth and engagement.

By combining my analytical mindset with a deep understanding of student needs, I plan to ensure that decisions reflect the diverse perspectives of the student body. My goal is to leave a lasting impact by making SMSU a more responsive, student-focused, and supportive environment.

Question 3: Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

I have developed strong leadership and communication skills through various roles on campus and in my professional background. As a former gym trainer, I guided individuals toward their fitness goals, demonstrating my ability to motivate and support others. My experience in customer service and campus roles has strengthened my ability to engage with diverse groups and address their needs effectively.

I have also been actively involved in community service, volunteering at local food drives to organize and distribute supplies and participating in campus clean-up events. Additionally, I have mentored fellow students in programming and academic projects, fostering a sense of community and support.

My background in computer science has equipped me with analytical thinking and problem-solving skills, which I have applied to both academic and real-world situations. I am committed to fostering a more inclusive and supportive campus environment and believe my ability to listen, analyze, and advocate for others will allow me to represent student interests effectively on the SMSU Board of Directors.

Candidate 8

Name:	CID:	Major:	Class Level:	Grad Date:
Unnati Sisodiya	008766258	Entrepreneurship and innovation	Post-baccalaureate Student	Fall 2026

Question 1: What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

No response

Question 2: What do you hope to achieve as an SMSU Board of Director Student Representative?

No response

Question 3: Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

No response

Candidate 9

Name:	CID:	Major:	Class Level:	Grad Date:
Shanita Derrick	007845325	social work	Undergraduate Student	May 2026

Question 1: What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

No response

Question 2: What do you hope to achieve as an SMSU Board of Director Student Representative?

No response

Question 3: Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

No response

Candidate 10

Name:	CID:	Major:	Class Level:	Grad Date:
Jocelyn Paz	007237874	Masters of Science - Entrepreneurship and Innovation	Post-baccalaureate Student	Summer 2027

Question 1: What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

As a student representative, I've spent the past two years connecting the ideas, concerns, and lived experiences students have shared with me, especially around how the Santos Manuel Student Union can better serve us through culture, care, and community. I've been a strong voice both in and outside the boardroom, leading with empathy and always centering issues that hit close to home like basic needs, food insecurity, and policies that ensure SMSU stays rooted in students.

Professionally, I bring a strong background in outreach and accessible marketing; these skills I believe are vital on a campus made up largely of commuter students. Visibility shouldn't be a barrier to support. As a business major focused on audience engagement, my goal is to meet students exactly where they are and bridge the gap between them and the SMSU staff so the union becomes a place that doesn't just serve students, but truly reflects them.

Beyond the board, I have consistently shown up for students in the ways they have expressed they need: through honest conversation without formality, through personal advocacy and being present when they are facing opposition, and by asking the hard questions during my time on the board.

Question 2: What do you hope to achieve as an SMSU Board of Director Student Representative?

[Our facilities:] As we expand the role of SMSU South, we have an opportunity to make basic needs a more visible and normalized part of student life. Right now, there's a stigma—students often see these resources as handouts rather than something meant for everyone. By creating a welcoming, multi-use space that includes things like lounge areas, lending services, and even thrift-style clothing closets, we can reduce that stigma and increase engagement. When more students participate, it not only creates a stronger sense of community—it also strengthens the case for continued funding and support. On a broader scale, I intend to position CSUSB as a sanctuary for basic needs; a campus where students stay because they feel supported, not just academically, but as whole people. By demonstrating how we uplift our community out of poverty, meet essential needs, and develop financially literate professionals, we can make a

compelling case to legislators that the work we do here is not only necessary but worth funding.

[How I intend to achieve this:] community events like night markets or vendor fairs draw in outside revenue but also increase food access and boost student presence on low-attendance days. By partnering with local marathons, car shows, or even hosting pool days, movie nights, and campus concerts with local bands, we can keep campus life alive and engaging while conserving SMSU reserves for the resources students truly matter to students.

[Lastly student communication:] If students are angry or frustrated, the first question we should ask is, "What don't they know, and how can we help them understand?" My leadership looks like turning emotion into action. When students speak up, even loudly, they're giving us honest feedback. Ignoring this isn't just a missed opportunity, it's a failure to serve. We have to lean into those tough conversations, because that's where the truth lives and that's how we grow with our students values.

Question 3: Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

I've contributed on a personal level by stepping in when I see our organization struggling to reach students by designing, printing, and hand-distributing flyers to increase visibility. My efforts extend beyond my title; I've shown up as a fellow student willing to do the hard, often unseen work like volunteering at local food banks (Sunrise PEACE Center) and community gardens (Rialto Community Garden), and organizing alongside grassroots coalitions dedicated to social change.

Through my major I am focusing on creating a connected community for San Bernardino that reflects the care we show for students in our organization through a non-profit event planning organization that allows other community partners to excel on limited funding. I am also working alongside my peer to create a company providing a suicide intervention tool for veterans and active military that struggle with symptoms of anxiety and high stress present in PTSD.

Candidate 11

Name:	CID:	Major:	Class Level:	Grad Date:
Jose Manuel Hernandez Jr	007698711	Spanish/Education	Post-baccalaureate Student	Spring 2026

Question 1: What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

I bring four years of experience on the SMSU Board of Directors, where I have actively worked to ensure student representation, particularly through the Hispanic Association of Colleges and Universities. My involvement has given me a deep understanding of SMSU’s role in supporting students and maintaining inclusive spaces on campus. Additionally, my leadership experience extends beyond SMSU—I have organized cultural events, mentored students, and currently serve as a high school Spanish teacher and ASB advisor.

My role as an educator has strengthened my ability to advocate for student needs, organize large-scale events, and navigate institutional structures to implement meaningful changes. Through my involvement with organizations such as Phi Beta Delta, which promotes international education, and ALFSS (Association of Latino Faculty, Staff, and Students), I have worked to support diversity, equity, and cultural awareness on campus. Additionally, I am deeply committed to increasing the representation of men of color in education, an area where we are seeing a decline in educators. With my experience and dedication, I aim to uphold SMSU’s mission while ensuring that all students—undergraduate and graduate alike—have equitable access to resources and representation.

Question 2: What do you hope to achieve as an SMSU Board of Director Student Representative?

As an SMSU Board of Directors Student Representative, I aim to strengthen student representation and ensure that SMSU continues to serve as an inclusive and supportive space for all students. One of my key goals is to foster a stronger collaboration between SMSU and ASI, ensuring that both organizations work together effectively to enhance student engagement, advocate for student needs, and provide meaningful resources. By building a more unified approach, we can create a campus environment where student voices are amplified and their concerns are addressed holistically.

Additionally, I hope to expand opportunities for cultural engagement and student-led initiatives within SMSU, building on my experience organizing Latino cultural events and working with ASB. Through my work with Phi Beta Delta and ALFSS, I have seen firsthand the importance of creating spaces that celebrate diversity and support underrepresented students. I also want to continue my advocacy for increasing the number of men of color in education by fostering

mentorship opportunities and leadership development programs for students. Ultimately, I am committed to upholding SMSU's mission of serving students first, ensuring that every decision reflects their needs and best interests.

Question 3: Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

Throughout my time at CSUSB, I have actively engaged in leadership and service roles that align with SMSU's mission of student support and community building. I have been involved in planning and participating in various Latino cultural events at both CSUSB and the Norton Science and Language Academy, where I currently teach Spanish. My experience in education has allowed me to mentor students and create spaces that encourage cultural awareness and leadership development.

Additionally, my involvement with Project Impact has strengthened my commitment to increasing the representation of men of color in education, an area where we are seeing a decline in educators. As a high school Spanish teacher and ASB advisor, I actively support young men of color in their academic and leadership journeys, ensuring they have the resources and encouragement needed to pursue careers in education and other fields where diversity is critical.

Through my participation in Phi Beta Delta and ALFSS, I have worked to promote international education, cross-cultural understanding, and advocacy for Latino students and faculty. These experiences have deepened my dedication to creating an equitable and supportive campus environment. Whether through leadership, cultural engagement, or student advocacy, I will continue working to ensure that SMSU remains a space where all students feel represented, supported, and empowered.

Candidate 12

Name:	CID:	Major:	Class Level:	Grad Date:
Sophia Garcia	008300377	Health Services Administration	Undergraduate Student	2027

Question 1: What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

The skills I bring to the SMSU Board of Directors are my ability to lead, communicate, collaborate, support others, and take initiative. Whether I'm guiding students one-on-one, running a meeting, or organizing a workshop, I have learned how valuable it is to be prepared, ask questions, and step up. Taking initiative has played a major role in all of my leadership positions since starting college.

Starting my role as a Student Representative for the SMSU Board of Directors was a new and wonderful experience that introduced me to student leadership on a broader level.

Transitioning into the Controller position was a major step forward, and with it came a whole new set of responsibilities I had never handled before. This role was unfamiliar territory—budget discussions, policy revisions, and running meetings weren't things I had done in the past—but I was excited to take on this challenge and put my best foot forward. From the beginning, I took the initiative to meet with Executive Assistant to the Executive Director Elizabeth Junker and Budget Manager Maria Elena Najera-Nerito to better understand my responsibilities, prepare for meetings, and make sure I was fulfilling the role as effectively as possible. I've been incredibly grateful for the support I've received in navigating this position. Everyone has been open to answering questions, offering feedback, and helping me learn—something I've truly appreciated as I've dedicated time and energy to learning and growing in this space. One major shift was going from sitting in meetings as a representative to running them as Chair of the Finance and Contracts Committee. This was a big challenge, but I knew I had to step up and prepare. I took time to study Robert's Rules of Order, since that's how our meetings are run, and reached out to others for guidance on how to lead effectively. The first time I ran a meeting, I was definitely nervous—but I pushed through, reflected afterward, and took note of how I could improve next time. I wanted to do better for my next meeting so I met with the Budget Manager and the Executive Assistant to go over how to run meetings better and I asked for clarification on any questions I had. I knew what I had to do to better prepare for the meetings. So, the second meeting I ran went so much better and I feel so much more confident now. That experience reminded me that growth takes practice, reflection, and a willingness to ask for help—all of which I've embraced fully in this role. Sitting on the Board of Directors since January, I've gained valuable, hands-on experience in administrative and financial management, working closely with others on the team and the Executive Director and CFO Vilayat Del Rossi. I've helped lead budget discussions, reviewed student fees, and participated in revising policies—all of which have helped me better understand how SMSU operates behind the scenes to support students. While the learning curve was steep, I'm proud of the way I've navigated this role—with initiative and commitment. I have grown more confident, more informed, and more excited to continue serving in this role. I would love to return to the Board of Directors and continue to grow in this role that has already taught me so much.

As I continue in this role, I have also stayed grounded in the roles that first brought me to student leadership. My time as a Resident Assistant has taught me how to build community, plan engaging events, and support students through meaningful connections. Events like Paint & Float, A Mocktail Mixer, and The Asada weren't just fun events I planned and worked with others to execute—they created safe spaces for students to connect, de-stress, and learn about campus resources. I also served as the Programming Chair for Coyote Village Dorm Council before this, where I collaborated with teams to organize inclusive events while managing

budgets and other logistics. In addition to this, my work with the Upward Bound Program based here at CSUSB has grown alongside me. I started as a volunteer with the College Corps Program, completing 450 hours of community service. From there, I was able to grow into a Student Assistant I position, and recently moved up to Student Assistant II. With this position, I am now a mentor for the students, where I support them through advising, tutoring, and leading workshops. These workshops involve coordination with other mentors—like setting up classrooms, managing outreach and RSVP forms, and assigning roles and tasks to the other staff before and on the day of the event. This job has taught me patience, strong communication, and collaboration with both students and staff. Supporting students and building trust with them has now become second nature to me, and I continue to strive to make them always feel seen and heard—skills I plan to bring with me to the Board of Directors to amplify student voices across CSUSB. All of these experiences reflect who I am: someone who is proactive and always committed to growing. I would be honored to continue serving on the SMSU Board of Directors and bringing my voice, my skills, and my continued growth back to the table.

Question 2: What do you hope to achieve as an SMSU Board of Director Student Representative?

As I continue in my role as Controller and Chair of the Finance and Contracts Committee, my biggest goal is to keep learning and growing within this executive position. I want to continue learning more about the committee itself—how we build, adjust, and manage budgets, how financial decisions are made in alignment with our mission, and how we can better communicate those decisions to the students we serve. The committee plays a key role in balancing the financial health of SMSU with the needs of students, and I want to become even more knowledgeable in this area by continuing to collaborate with staff and fellow board members. I also want to spend more time learning from everyone on the Board. Sitting alongside professionals has already taught me so much, and I want to continue building those relationships and asking questions so I can continue to represent the student body with confidence and knowledge.

My values from when I first joined the Board still stand—I care deeply about student engagement, inclusion, and creating community—but after stepping into this role, I now understand more of the real challenges we face: like how to pay for utilities, programming, and facilities while also creating meaningful experiences for students. I've seen firsthand how budget limitations impact what we can do, especially when it comes to boosting attendance and engagement at CSUSB. One thing that has stood out to me in our conversations on the board is the need to bring more students to CSUSB, but also to bring current students into the SMSU more often. This has made me brainstorm student outreach initiatives focused on getting students excited about engaging with the SMSU. Some of these could be hosting monthly center spotlights, where different departments in the SMSU could get a chance to showcase what they do through fun videos and giveaways. I would also love to see a "Union Link-Up" initiative where students are encouraged to visit the SMSU with friends and engage in activities with incentives like stickers and raffles. We can also bring more low-commitment workshops and mixers during high-traffic time during Coyote Hour and after peak classes. When I helped

table for the Board of Directors, I noticed how much foot traffic passes right by the SMSU during certain hours. Hosting things like scavenger hunts as we've done before, could really help bring students into the spaces and bring visibility to the SMSU. Of course, I still care about the goals I came in with—improving hours of operation, expanding the capacity of SMSU events, and especially supporting commuter students, who sometimes feel left out of programming. I've seen the power of collaboration, like when we opened The Asada to commuter students by working with the LatinX Center, and I want to continue those efforts—making sure all students feel seen and welcome. Ultimately, I hope to continue growing as a leader, learning more about finance and student engagement, and helping the SMSU remain a place that welcomes, supports, and energizes all students at CSUSB.

Question 3: Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

I actively involve myself in the campus community—not just through my leadership positions, but also as a student who genuinely enjoys attending events, joining clubs, and being part of the vibrant life at CSUSB. I believe that truly serving students starts with being among them, listening to them, and understanding their experience beyond just a formal role.

As a College Corps Fellow, I completed 450 hours of community service with Upward Bound at the start of my college journey. That experience helped shape my passion for mentorship and educational outreach, which now continues through my current position as a Student Assistant II for the same program. My involvement with Upward Bound, housing and residential life, and the SMSU has shown me how interconnected our campus is, and how much potential we have when different departments and programs collaborate for student success. I also serve as a Junior Board Member for the Student Veteran Organization (SVO), where I've had the opportunity to support our veteran and dependent student population. Through this role, I've helped promote the Veterans Success Center, host events, and raise awareness of the unique needs and experiences our veteran students have here on campus. What makes these roles so meaningful to me is that I get to see CSUSB through many different lenses. I see CSUSB as a leader, mentor, student worker, and more importantly a student who simply loves being a part of the community. I am constantly receiving feedback from students and staff, teaching me how to balance that with my own experiences to advocate for others. These roles have helped me develop strong organizational skills, collaboration, and the ability to balance multiple responsibilities with care. I've learned how to manage my time, communicate across departments, and stay grounded in the mission of uplifting the student voice—something I'm committed to continuing through my work on the SMSU Board of Directors.

Candidate 13

Name:	CID:	Major:	Class Level:	Grad Date:
Sukhpreet Kaur	008785069	Computer science	Post-baccalaureate Student	August 2026

Question 1: What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

I have been working as a Student Representative since February. During this time, I've learned how to understand students' needs and work with others to help solve problems. I want to continue helping students and make the SMSU experience better for everyone. My goal is to share students' ideas and make sure their voices are heard.

Question 2: What do you hope to achieve as an SMSU Board of Director Student Representative?

By the time I finish my studies, I want to be known for doing something meaningful for the student community. Being part of the SMSU Board is a great opportunity for me to make a positive impact and also grow as a person. I hope to create a better campus experience for students and help bring useful changes.

Question 3: Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

I am currently part of the Recreation and Wellness community as a Student Representative, where I've learned a lot about student needs and teamwork. During my undergraduate studies, I was actively involved in both the Placement and Cultural Clubs, which helped me develop strong leadership and organizational skills. I have also taken part in many community service activities as a member of the Scouts and Guides, which taught me the importance of service, discipline, and working for the betterment of others.

Teniola Akinyemi

Customer Service Representative

I am a very hardworking lady looking for way to help your company work more efficiently.

✉ bestakinyemi208@gmail.com

📍 San Bernardino, United States

📞 6264045676

🌐 [linkedin.com/in/best-akinyemi-446293327?
utm_source=share&utm_campaign=share_via&utm_content
=profile&utm_medium=ios_app](https://www.linkedin.com/in/best-akinyemi-446293327?utm_source=share&utm_campaign=share_via&utm_content=profile&utm_medium=ios_app)

EDUCATION

Bachelors in biology

California state university San Bernardino

08/2024 - Present

San Bernardino, California

WORK EXPERIENCE

Crew member

Baskin Robbins

11/2022 - Present

San Bernardino, California

Achievements/Tasks

- Customer Service
- Cash handling
- Maintaining cleanliness in my surroundings

SKILLS

Problem solving

adapatabilty

communications skills

Efficiency

punctuality

ORGANIZATIONS

Sahaba initiative (02/2023 - Present)

volunteer

LANGUAGES

Yoruba

Full Professional Proficiency

English

Full Professional Proficiency

Spanish

Limited Working Proficiency

Korean

Elementary Proficiency

INTERESTS

baking

shopping

reading

JACK REYNOLDS

LOGISTICS & SUPPLY CHAIN MAJOR

CONTACT

- +830-730-8996
- jreynolds78130@gmail.com
- Riverside, CA 92506
- Authorized to work in the US for any employer

SKILLS

- Microsoft Office
- Microsoft Word
- Microsoft Powerpoint
- Leadership Experience (2 yrs)
- Conflict Management (1 yr)

CERTIFICATIONS AND LICENSES

- Purchasing Clerk
- Logistics Management
- Transportation Management
- Manufacturing Management

EDUCATION

Bachelors of Supply Chain
2023 - current

California State University -
San Bernardino, CA

**Associate of Applied Science
Degree in Logistics & Supply
Chain**
2019-2023

Alamo Colleges - Palo Alto Colleges
San Antonio, TX



PROFILE

My name is Jack Reynolds, I am currently attending CSUSB to pursue a Bachelor's of administration in the supply chain and logistics field. I am passionate about all things transportation and procurement. Although my work experience is limited, previous employment has provided me with valuable knowledge which I hope to utilize in my future endeavors.

WORK EXPERIENCE



Housing Resource Intern SEP 2022 - AUG 2023
California Baptist University - Riverside, CA

Coordinated with upper management to complete tasks and ensure resident satisfaction. Additionally responsible for processing student requests and complaints to maintain a high standard of quality.

Duties included:

- Utilizing hand tools, power tools, and equipment to assemble furniture accurately and efficiently
- Performing quality checks on completed installations while adhering to company safety standards while increasing student satisfaction
- Installing modular furniture systems in student living spaces, ensuring proper assembly and alignment according to blueprints and design specifications

Accomplishments:

- Consolidation of inventory from three warehouse units to one central hub which increased employee efficiency by 35%
- Completion of full summer furniture turnover and quality checks for the entire campus

Shipping and Receiving Clerk FEB 2021 - OCT 2021
Dollar General - San Antonio, CA

Worked with the inventory department to verify and audit merchandise. While ensuring that ordered merchandise has been received, that merchandise is as ordered, and not damaged or defective; as well as utilizing a remote data terminal to enter merchandise data. Additionally responsible for identifying, separating, labeling, and palletizing merchandise onto flats for storage in the distribution center.

Responsibilities included:

- Receiving and inspecting incoming shipments, verifying accuracy of contents and ensuring proper documentation
- Efficiently organizing and maintaining inventory in the warehouse, utilizing a systematic tracking system
- Performed regular cycle counts to maintain accurate inventory levels and identify any discrepancies or shortages

Kimberly Rosas

Phelan, CA 92372

(714) 381- 4010

Personal E-Mail:

krosas1885@gmail.com

School E-Mail:

008611116@coyote.csusb.edu

EDUCATION

Katella High School, 2200 E Wagner Ave, — High School Diploma

AUGUST 2017 - MAY 2021

Graduated with Academic Honors and multilingual, High School GED

Fullerton College, 321 E Chapman Ave, Fullerton, CA 92832–Full-Time Student

AUGUST 2021- May 2024

Received Political Science AAT, hosted various events for campus literary magazine, “Livewire” “ studied abroad for a semester in Sevilla, Spain(2023), and was involved in Puente the first year of college (2021-2022)

EUSA International School Of Spain, C. Plácido Fernández Viagas, 4, 41013 Sevilla, Spain- Full Time Student

FEBRUARY 2023 - MAY 2023

Studying Abroad in Spain has helped me develop valued skills such as intercultural communication, adaptability, and problem-solving.

California State University, San Bernardino, 5500 University Pkwy, San Bernardino, CA 92407– Full-Time Student

August 2024 - Present

Currently in California College Corps 2024–2025. As a College Corp Fellow, I focus on community service in K-12 Education that helps bridge the gap between K-12 and college. I currently work as an embedded math tutor at San Bernardino High.

As College Corps Council Treasurer, I help organize events and obtaining the items necessary for events and training in the program.

LANGUAGES

English: Fluent

Spanish: Fluent

French: Intermediate

KIRANDEEP KAUR

San Bernardino, California, 92407
(760)282-6062
kirandeepkaur121299@gmail.com

EDUCATION

CALIFORNIA STATE UNIVERSITY SAN BERNARDINO

Bachelors of Science Public Health

San Bernardino, CA
January 2024 – May 2028

- Health Science major with Public Health Education concentration
- 3.9 GPA, Dean's list 2024-2028

APS College of Nursing, Malsian

General Nursing and Midwifery

Malsian, Punjab 144701 India
August 2017 – January 2021

PROFESSIONAL EXPERIENCE

Registration Nurse

Bhatia Health Clinic

Jalandhar, PB, India
February 2021 – December 2023

- I checked TPR, blood pressure and heart rate.
- I maintained inpatient department, outpatient department too.
- Gave medication to patient by IM, IV injection and tablets and syrups.
- Gave back care and foot care to diabetic's patient.
- Took some blood samples and sent to laboratory for examination.
- Monitored Intake and output chart with recording and reporting sheet.
- Maintained hygiene of cannula, catheter and NG tube and insert.
- Gave health education to conscious patient and their family about their disease, disorder.

VOLUNTEER EXPERIENCE

Guru Nanak 550th Parkashpurb 2019

Sultanpur Lodhi, Punjab 144626 (India)

- Gave injection and bandage to injured patients like tetanus toxoid.
- Assessed condition of patient.
- Gave medications.
- Checked TPR and blood pressure.

LICENSES AND CERTIFICATION

- General Nursing of Midwifery.
- CPR and AID certified.
- First-Aid certified.

COMPUTER SKILLS

- Experienced in Microsoft Word, Excel, PowerPoint, and Outlook.
- Knowledge about Prezi, GIS, SPSS1 and SPSS2, Template, Presentation etc.

SOFT SKILLS

- Communication
- Teamwork
- Time Management
- Problem-Solving
- Punctual
- Hard Worker.

E-Portfolio: <https://portfolium.com/008425034>

LinkedIn: www.linkedin.com/in/kirandeep-kaur-a899202ba

Nicholas Hernandez



██████████
Lake Elsinore, CA 92530

(951) 285-8323

005763624@coyote.csusb.edu

PHARMACY TECHNICIAN, TCH 182468/Bachelors of Science Healthcare Administration

PROFESSIONAL OBJECTIVES

To attain a Hospital position that will enhance my skills, knowledge, and abilities acquired through education and volunteering roles. My ideal goal is to pursue a nursing career. Becoming an experienced Inpatient Hospital Pharmacy Technician has provided the steppingstones that will help me reach my career goals to further my future as a Healthcare Administrator, Nurse, or Career as a Physician Assistant.

SKILLS & ABILITIES

- ✓ Bilingual, English/Spanish Fluently
- ✓ Good understanding of Pharmacology and Medical Terminology
- ✓ Patience and courteous
- ✓ Familiar with the procedures of a hospital environment through volunteer experience
- ✓ Computer literate
- ✓ Customer Service
- ✓ Public Speaking

EDUCATION

Health Staff Training Institute – Temecula, CA PHARMACY TECHNICIAN , License TCH 182468	07/30/2021
Mt San Jacinto College – San Jacinto, CA Associate degrees: Liberal Arts, Math, Science and Communications	05/2020
Cal State San Bernardino – San Bernardino, CA Bachelor's Degree: Bachelor of Science Healthcare Administration	08/31/2021-To Present

EXPERIENCE

Riverside University Health System-Moreno Valley, Ca	10/2022-Till Present
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Inpatient Pharmacy Technician/Pharmacy Technician II

- Provides excellent teamwork with fellow Inpatient Pharmacy staff.
- Prepares Medications in Syringes, Vials, Inpatient Kits
- Returns Medicines to stock.
- Scans out medications that need to be processed for in cart orders.
- Delivers Medicines to Hospital floors.
- Fills Medicine Cassettes for Patients as well on each floor.
- Disposes of expired medicine
- Prepares Inpatient kits along with Crash Carts as well as Code Blue and Green Kits
- Helps with delivery of IV and Lantus Batch as well as TPNS.
- Loads Medications on Pyxis including controlled medicine when witnessed by Nurses.
- Process Orders on Pyxis and check medication system functions.
- Fills Medication orders on Epic.
- Answers phone for inpatient needs

- Logs in Home Medications for Patients until they are discharged.
- Tubes Medications through tube system to floors
- Fills Pyxis & Scan out orders from PLX as well.
- Helps with the orders of Large Volume for IV and Pyxis on the floors.
- Maintains Lower Level as well as Inpatient to a professional standard.
- Window Technician Handles the orders for patients and other hospital medications for the inpatient pharmacy.
- OR Technician Weekends Responsible for loading Pyxis Machines for Operating room on weekends with Medications.
- Prepares certain medications through compounding and sterilization.
- Handles Overtime for technician call offs.

California University of Science and Medicine – Colton, CA

9/2024-12/2024

Anatomy lab Intern

- Maintained Lab to an appropriate and fit standard
- Learned to manage inventory for the lab
- Helped store donors used for dissection
- Helped with preparing donor images for medical students to study
- Learned to help set up Anatomy Lab for Medical Students.
- Gained Hands on Administration Experience for Bachelor's Degree in Healthcare Administration.
- Attended Lab meetings and composed Excel sheets from those meetings for the Anatomy Lab manager.

CVS Pharmacy – Murrieta, CA

1/2022-10/2022

Pharmacy Technician/Floater Pharmacy Technician

- Provides excellent customer service both in person and on the telephone.
- Maintains customer confidentiality according to HIPPA and company standards.
- Maintains prescription prioritization throughout prescription processing.
- Performs prescription pick-up procedures.
- Retrieves, fax, mail, and file prescriptions appropriately.
- Access, input, and retrieve information to and from the computer.
- Maintain a clean, stock, organized, and professional pharmacy department.
- Interpret for Spanish speaking customers.
- Answers phones and calls customers regarding readiness of prescription
- Pulls expired medication and disposes of them properly.
- Handles drive-thru patient's needs.
- Checks in patients with Covid-19 vaccine appointments.
- Floats to pharmacies that require help as well.
- Helps administer Covid-19 test.
- Rebills Patients Prescriptions to proper Medical/Prescription Insurance

Vons-Corona, CA

8/2021– 2/2022

Pharmacy Technician/Stocker

Assist customers with pharmacy needs, including typing prescriptions, stocking medications, and assisting pharmacists with other needs such as tidying up the pharmacy, showing written prescriptions to the pharmacist, answered phone calls and provided customers with excellent service. Helps with faxing and processing doctors calls for patient's medications. Also provides help stock in front of the store as well.

CVS Pharmacy – Lake Elsinore, CA

06/16/2021 – 07/30/2021

Pharmacy Tech externship

- Provided excellent customer service both in person and on the telephone.

- Maintained customer confidentiality according to HIPPA and company standards.
- Maintain prescription prioritization throughout prescription processing.
- Perform prescription pick-up procedures.
- Retrieve, fax, mail, and file prescriptions appropriately.
- Access, input, and retrieve information to and from the computer.
- Maintain a clean, stock, organized, and professional pharmacy department.
- Interpret for Spanish speaking customers.
- Answered phones and called customers regarding readiness of prescription.
- Pulled expired medication and disposed of them properly.

Walgreens – Lake Elsinore, CA

10/2020 – 7/2021

Customer Service Associate

Assist customers in a variety of departments, including photo development, grocery, pharmacy, and health and beauty sections. Operate cash registers, stock shelves, and perform cleaning duties while at work. Light mopping, dusting, and bathroom tidying. Keep customers satisfied with their shopping experience.

Computer skills

- I have learned through my Health Science 2202 also known as Software Applications in the Health Sciences class at Cal State San Bernardino how to use Microsoft Excel More on Microsoft word as well such as making a mail merge.
- I have learned to use research through SSPS for assignments.
- I have made charts for research projects through Excel.
- I have also learned how to use Microsoft Presenter as well which is how to make banners etc.
- I have also learned how to apply certain projects through Microsoft word such as GIS which is Geographic Information which helps us see health impacts throughout many communities through my Health Science 2202 course from the Fall Semester of 2022 at Cal State San Bernardino.
- I have finished HSCI 3205. Biostatistics for Health Science which was a course that further my knowledge on software programs such as Microsoft Excel as SSPS which provided statistical data on health and analysis for many Communities.

VOLUNTEER

Physicians for Healthy Hospitals Menifee Valley Hospital and Hemet Valley Hospital.

Assisted Nurse with Patients care, transported specimens to the laboratory, delivered documents to ICU, answered phones, and translated Spanish to English for Doctors. Wheel discharged patients.
Finished at 200 hours.

Awards

Menifee Valley Hospital Auxiliary Scholarship Recipient 2020

Menifee Valley Hospital Auxiliary Scholarship Recipient 2021

ROBINPREET WARAICH

Robinpreet27011@gmail.com | 8402459844

San Bernardino, CA 92407

WWW: [Bold Profile](#)

EDUCATION

California State University, San Bernardino - San Bernardino, CA

Expected in 05/2029

Bachelor of Science: Computer Science

- 3.9 GPA
- Ranked in Top 10% of class

PROFESSIONAL SUMMARY

Dynamic professional with a proven track record in customer service and front office management, notably at Ramada Hotel. Excelled in creating welcoming environments and streamlining check-in processes, enhancing guest satisfaction. Skilled in data entry and possessing strong listening skills, adept at problem-solving and improving operational efficiency.

SKILLS

- Customer service
- Time management
- Data entry
- Administrative skills
- Front office management
- Attention to detail
- Listening skills
- Problem-solving skills
- Hospitality services

PROFESSIONAL EXPERIENCE

Gym Trainer | Pro Ultimate Fitness - Punjab, India

08/2022 - 05/2023

- Built strong relationships with clients through regular communication, follow-ups, and progress updates, fostering loyalty and trust.
- Reduced injury risk for clients by teaching proper exercise techniques and safety guidelines.
- Increased gym membership retention by fostering a positive and motivating workout environment.
- Enhanced gym member satisfaction with consistent, reliable support and assistance during their workouts.
- Tailored workout programs to individual clients based on age, weight, goal and physical shortcomings.

Front Desk Receptionist | Ramada Hotel - Punjab, India

11/2020 - 05/2022

- Greeted guests at front desk and engaged in pleasant conversations while managing check-in process.
- Maintained organized and clean front office area to create professional and welcoming environment for visitors and employees.
- Scheduled, coordinated and confirmed appointments and meetings.
- Delivered outstanding first impressions by warmly greeting visitors upon arrival at the front desk.

Sales Associate | Zara - Punjab, India

02/2018 - 10/2020

- Organized racks and shelves to maintain store visual appeal, engage customers, and promote specific merchandise.
- Handled cash transactions efficiently while adhering to company cash handling policies, ensuring accuracy in all financial exchanges.
- Built relationships with customers to encourage repeat business.
- Managed returns, exchanges and refunds in accordance with store policy.

Volunteer | Program Aimed at Promoting Sustainable Development - Punjab, India

06/2017 - 11/2017

- Assisted with special events and programs.
- Maintained clean, neat, and operational facilities to serve program needs.
- Supported engaging, fun, and smooth-running events by helping with organization and planning.
- Used strong interpersonal communication skills to convey information to others.
- Represented organization positively and professionally while providing community with much-needed services.

ACCOMPLISHMENTS

- Collaborated with team of 7 in the development of Customer Satisfaction .

ATHLETIC

Engaging in athletic activities like running, boxing, and gym workouts has been a transformative part of my life, helping me build both physical and mental resilience. Each activity challenges me in unique ways and contributes to my overall well-being, discipline, and personal growth.

Running has taught me the value of perseverance and goal-setting. Whether training for a specific distance or simply aiming to improve my stamina, running has instilled in me the importance of consistency and pushing through limits. It serves as a mental reset, boosting my focus and energy for other aspects of life.

Boxing, on the other hand, has been a source of strength and self-confidence. It's not just about physical strength but also strategic thinking and quick decision-making. Through sparring and drills, I've developed improved reflexes, endurance, and a greater sense of self-discipline. Boxing has also fostered a sense of camaraderie, as teamwork and respect are integral to the sport.

Gym activities have provided a structured way to enhance my overall fitness, from strength training to improving flexibility. Each workout session is a step towards building a healthier body and mind. It's also taught me the importance of balance—understanding when to push myself and when to prioritize recovery.

Collectively, these athletic pursuits have shaped me into a more determined and focused individual. They've helped me develop a mindset where challenges are opportunities for growth, making me more prepared to tackle obstacles both in personal life and in my

professional aspirations.

LANGUAGES

English

Native or Bilingual

Hindi

Native or Bilingual

Punjabi

Native or Bilingual

VOLUNTEER WORK

- Assisted with special events and programs.
- Maintained clean, neat, and operational facilities to serve program needs.
- Supported engaging, fun, and smooth-running events by helping with organization and planning.
- Used strong interpersonal communication skills to convey information to others.

INTERESTS

- Enjoy hobbies that combine physical activity with outdoor exploration.
- Fundraising Events
- I participate in a variety of outdoor recreational activities.
- Video Gaming
- Hiking
- Creating digital artwork using software like Photoshop, Illustrator, or Procreate.
- Coding and Programming

SUMMARY OF QUALIFICATIONS

Proactive Leadership - Communication - Interpersonal skills - Innovation

- Strong public speaker that conveys complex information with clarity and impact
- Improvement and solutions focused
- Led multiple innovative projects that resulted in growth and resourcefulness within organizations
- Engaged with stakeholders and key financial contributors

PROFESSIONAL EXPERIENCE

Chairwoman - Board of Directors

Santos Manuel Student Union

Jun 2024 - Present

Administrative Intern

Inland Empire Women's Business Center

Dec 2023 - Jun 2024

Controller - Board of Directors

Santos Manuel Student Union

Jun 2023 - Jun 2024

Bookkeeping Intern

Inland Express Parts

Sep 2019 - Nov 2023

COMMITTEES

Chair - Finance and Contracts

Santos Manuel Student Union

June 2023 - Present

Voting Member - Facilities & Sustainability, Personnel, Policies, Audit

Santos Manuel Student Union

June 2023 - Present

EDUCATION

Master of Science in Entrepreneurship and Innovation

California State University, San Bernardino

Spring 2026

Bachelor of Arts in Business Administration - Entrepreneurship

California State University, San Bernardino

Spring 2024

CONFERENCES

Inland Empire Community Foundation Philanthropy and Policy Summit

Institute Representative

August 2024

National Conference on Race and Ethnicity

Institute Representative

May 2024

AmPac Connecting Faith and Business Summit

Administrative Volunteer

October 2023

Broadband For All, Digital Equity, BEAD Planning Workshop

Student Representative

May 2023

AWARDS

Spirit of the Entrepreneur

Finalist for Garner Holt Fast Pitch Competition

November 2023

Hispanic Association of Colleges and Universities Scholarship

Representative for California State University, San Bernardino

October 2023

International Collegiate Business Strategy Competition (ICBSC)

2nd place for Overall Performance as CEO

Dec 2022 - Apr 2023

Curriculum Vitae

Jose M. Hernandez

██████████, San Bernardino, CA 92404
(C) 909-567-9832 | (E) j_hernandez06@yahoo.com

Professional Summary

Dedicated bilingual professional with extensive experience in education, emergency medical services, and operational leadership. Skilled in student engagement, medical response, event coordination, and public safety. Adept at adapting to dynamic environments and providing high-quality instruction and patient care.

Areas of Expertise

- Emergency Medical Services & Training
- Spanish Language Instruction & Curriculum Development
- Leadership & Organizational Governance
- Public Safety & Risk Mitigation
- Student Advocacy & Engagement
- Heavy Equipment Operation
- Event Planning & Coordination
- Bilingual Communication (English & Spanish)
- Technology Integration in Education & EMS

Professional Experience

Spanish Teacher, World Languages Department

Norton Science and Language Academy | 05/15/2022 - Present

- Develop and implement engaging lesson plans for Spanish levels 1-4, including Honors and AP.
- Foster cultural awareness and language proficiency among students.
- Contribute to school-wide programs, curriculum planning, and student activities.

Emergency Medical Technician

Prevent Medical Solutions | Southern California | 03/22/2024 - Present

- Provide on-site emergency medical care at large-scale events.
- Ensure rapid medical response for event attendees, staff, and participants.
- Maintain medical equipment and supplies to ensure readiness for emergencies.
- Collaborate with event organizers to enhance safety protocols.

High School & Middle School Girls' Soccer Coach

Norton Science and Language Academy | 2023 - Present

- Develop training programs to enhance student-athletes' technical and tactical skills.
- Foster teamwork, sportsmanship, and leadership among players.
- Organize and oversee team practices, games, and tournaments.

Middle School ASB Advisor

Norton Science and Language Academy | 2024 - Present

- Guide student leaders in planning and executing school-wide events and activities.
- Foster leadership skills and school spirit through ASB initiatives.
- Collaborate with school administration to implement student-led projects.

Controller, Board of Directors

**Santos Manuel Student Union, California State University San Bernardino |
05/15/2022 - Present**

- Oversee the governance, policies, and financial decisions of the Student Union.
- Advocate for student needs and enhance campus life through policy development.
- Collaborate with university leadership to implement student-centered initiatives.

Truck Driver/Operator

Matheson Postal | Southern California | 06/14/2019 - 04/15/2022

- Operated commercial trucks for safe and efficient mail transportation.
- Managed freight loading/unloading while adhering to DOT regulations.
- Communicated with dispatch to optimize delivery routes.

Equipment Operator

San Bernardino County Public Works | Fontana, CA | 04/21/2020 - 05/12/2021

- Maintained and constructed county roads using heavy machinery.
- Conducted emergency response operations outside of regular business hours.
- Ensured compliance with state safety standards.

Emergency Medical Technician (FTO/Shift Lead/Safety Officer)

Emergency 1 Response | Southern California | 12/31/2013 - 01/01/2020

- Delivered EMT services at major events across Southern California.
- Trained and mentored new EMT hires and conducted remedial training sessions.
- Managed emergency medical operations, ensuring crew safety and response efficiency.

Emergency Medical Technician

American Medical Response (AMR) | San Bernardino, CA | 11/12/2018 - 07/25/2019

- Responded to 911 emergency calls and provided immediate pre-hospital care.
 - Stabilized patients and transported them to appropriate medical facilities.
 - Maintained professionalism and efficiency in high-pressure situations.
-

Education

Bachelor's Degree in Spanish – California State University, San Bernardino (2021)

Associate of Arts Degree in Spanish – San Bernardino Valley College (2018)

Emergency Medical Technician Certification – Crafton Hills College, Yucaipa, CA (2011)

Medical Assistant Certification – UEI, San Bernardino, CA (2012)

Certifications & Licenses

Emergency Medical Technician (EMT)

- State: California
- Agency: ICEMA
- License #: E082169 (Exp: 04/30/2026)

CPR/AED BLS for Healthcare Providers

- State: California
- Agency: American Heart Association
- Exp: 03/2027

Professional Development & Affiliations

- **Santos Manuel Student Union Board of Directors** – California State University, San Bernardino
- **Phi Beta Delta Honor Society for International Scholars**
- **Association of Latino Faculty, Staff, and Students (ALFSS), CSUSB**
- **Active in Student Advocacy & Cultural Events**
- **Regularly Attend EMS & Language Education Workshops**
- **Bilingual Proficiency: English & Spanish**
- **Technology Proficiency: Microsoft Office, Google Suite, Learning Management Systems (LMS)**

Sophia Garcia

(909) 771 - 3610 · 008300377@coyote.csusb.edu · sophgarcia.2023@gmail.com

EDUCATION

California State University of San Bernardino

2023-Present

Second Year, Health Services Administration Major
University Honors Program

Eisenhower High School

2020-2023

GPA: 4.53

Rank: #10, Distinguished Scholars

AWARDS & CERTIFICATIONS

Awards

- Seal of Biliteracy in Spanish Language
- 23/24 College Corps: Committed to Service Award, Completion of Service Award
- 23/24 Village Council: Member of the Month Award, 1 Year of Service Award
- Dean's List Spring Semester 2024

Certifications

- Preventing Bullying in Youth
 - Preventing Sexual Activity in Adolescents
-

SKILLS

- Excellent Communication
 - Problem-Solving
 - Organization & Time Management
 - Proficient in Office 365
 - Event Planning
 - Program Proposals/Evaluations
 - Bilingual in Spanish and English
 - Works well in both independent and team projects.
-

REFERENCES

Ricardo Elias

Academic Support Coordinator

Upward Bound Program

Email: ricardo.elias@csusb.edu

Elizabeth R. Webb, MS.Ed

Area Coordinator for Coyote Village/Building 2

Department of Housing and Residence Education

Email: Elizabeth.Webb@csusb.edu

PROFESSIONAL EXPERIENCE

SMSU Board of Directors - Controller

January 2025 - Present

- Chair the Finance and Contracts Committee to lead meetings, budget planning and policy review.
- Support the SMSU Board of Directors by analyzing financial matters and student fees.
- Collaborate with staff and student leaders to align financial decisions with campus needs.
- Assist in reviewing and revising internal policies to improve SMSU operations.

Upward Bound - Student Assistant II

June 2024 - Present

- Host workshops bi-weekly to engage students in wellness, engagement, and more.
- Filed records for graduated, current, and incoming students.
- Managed student data and logs in the Blumen database.
- Communicated program updates and event reminders to students and parents.

Department of Housing and Residential Education - Resident Assistant

August 2024 - Present

- Built community and connections among residents through events.
- Provided support and information via GroupMe and in-person communication.
- Designed and maintained floor decorations, name tags, and monthly bulletin boards.
- Planned and hosted programs for residents on the floor.
- Attended weekly team meetings and one-on-one sessions with area and student coordinators.
- Served on-call duty shifts (5 PM–8 AM) to assist with lockouts, maintenance issues, and housing concerns, while conducting rounds to ensure safety in communal spaces.

Student Veteran Organization - Junior Board Member

August 2024 - Present

- Participated in bi-weekly meetings to plan tasks, projects, and initiatives.
- Promoted the organization and Veterans Success Center through tabling efforts.
- Assisted in organizing and running events for veterans and dependents.
- Supported SVO's mission to foster academic, social, and career success for veterans, servicemembers, ROTC cadets, and their dependents.

Coyote Village Dorm Council - Programming Chair

August 2024 - May 2024

- Planned and organized programs for residents.
- Managed resources such as semester budget, locations, and required materials for the program.
- Completed proposal submissions, receipt returns, and program evaluations.
- Communicated/collaborated with the council to develop ideas and receive feedback from council members and residents.
- Attended weekly meetings with Resident Halls Association, village council, area coordinator, and co-opposite.



Sukhpreet Kaur

Student

Creative :-I use a creative approach to solve a problem



sukhpreetdhillon1780@gmail.com



+1 (510) 309-7851



linkedin.com/in/sukhpreet-kaur-15a871200



github.com/Sukhpreet123

SKILLS

Clear Communication

Organization & Time Management

Multitasking

Teamwork & Independence

Flexible Work Style

LANGUAGES

Punjabi
Native or Bilingual Proficiency

Hindi
Native or Bilingual Proficiency

English
Professional Working Proficiency

INTERESTS

Community Engagement

Team Building

Learning New Technologies

Travel and Cultural Exploration

EDUCATION

Masters in Computer Science

California State University San Bernardino

08/2024 - Present

Expected completion 2026

Bachelor of Technology (B.Tech) in Computer Science

Punjab Technical University

08/2019 - 07/2023

Punjab

Computer Science and Engineering

CGPA : 8.57

WORK EXPERIENCE

Data analyst

A2IT-interacted with clients

01/2023 - 08/2023

Chandigarh

Contact : Ms Hardeep Kaur - +91 78141 41400

Teacher

Government elementary school Karhal Khurd

09/2023 - 04/2024

Kapurthala

Taught children aged 4-11, creating a positive and supportive learning environment

Contact : Mrs Navtej Kaur - +91 84276 33500

Dispensary Helper (First Aid and Medication Assistance)

Jawahar Navodaya Vidyalaya

03/2014 - 04/2019

Achievements/Tasks

Administered first aid and distributed prescribed medications

Contact : Mrs.Rajwant Kaur - +91 99147 33722

TOOLS AND TECHNOLOGIES

Object oriented programming language - C++,Data structures and algorithm

HTML,CSS ,Javascript and BOOTSTRAP

Proficient in Microsoft Word and essential software tools

CERTIFICATES

Data Science Tools-IBM (12/2023)

Internship in Data Science-Dev Town (10/2023)

CHATBOT

ACHIEVEMENTS

CSE Placement Club and CSE Cultural Club(PTU) (2023)

I served as the Lead Member

Rajya Puraskar-Jawahar Navodaya Vidyalaya (2016)

I'm honored to receive the Rajya Puraskar award, signed by the President, recognizing my leadership and the impact of my community service project.