

Jose Tovar

tovarjose1013@gmail.com ❖ (510) 927-7622 ❖ Oakland, CA ❖ <https://josetovarvega.com/>

WORK EXPERIENCE

Best Buy

July 2018 – June 2021

Operations Associate

Emeryville, CA

- Manage and ship packages for a variety of carriers including FedEx, UPS, and USPS
- Collaborate with other departments to ensure product is allocated and priced correctly
- Assisted customers with product questions and collaborated with sales floor members in Spanish translations
- Supervised and reviewed paperwork for incoming trucks and confirming all product is present

McClymond's High School

Sep 2016 – May 2017

IT Support Intern

Oakland, CA

- Troubleshoot technical issues for school staff, ranging from networking, printer, and computer issues
- Building and upgrading computer equipment and connecting them to the schools' network
- Developed my programming skills with CSS and JavaScript

Alta Bates Summit Hospital

Sep 2014 – May 2015

Health Educator Intern

Berkeley, CA

- Researched and developed prototype solutions for Strokes
- Conducted weekly research on various health diseases
- Presented my solutions at health awareness event

EDUCATION

San Jose State University

December 2021

BFA, Digital Media Art

San Jose, CA

- 3.5/4.0 GPA
- Dean's Scholar, Spring 2021

SKILLS

- Strong understanding of Web Design and Web Development
- HTML, CSS, JavaScript
- GitHub
- Proficient in Adobe CS (Illustrator, Premiere Pro, After Effects, InDesign)
- Proficient in Figma
- Fluent in Spanish and English

VOLUNTEER

buildOn

Sep 2013 – May 2017

Student Volunteer

Oakland, CA

- Collaborated in several community service events ranging from park cleaning, local community-building activities, and food bank volunteer work.
- Attended weekly meetings to research and find solutions for problems in our community.