

Emily Suarez Moises- Marketing-Focused Resume

Reno NV · (775) 413- 3832 · esuarezmoises@unr.edu

Languages: English (Proficient), Spanish (Native)

EDUCATION

B.S. in International Business, Minor in Finance

University of Nevada, Reno — Reno, NV

- Minor in Finance

Expected Grad. June 2029

EXPERIENCE

Barista — Happy Tiers Bakery and Café

Incline Village, NV — April 2025–August 2025

- Delivered high-quality customer service while taking orders, answering questions, and fostering a positive guest experience.
- Built strong interpersonal communication skills by interacting with diverse customers daily.
- Helped maintain the café's welcoming brand atmosphere by preparing visually appealing drinks and keeping the space clean and organized.
- Collaborated with team members during high-volume hours, practicing teamwork and customer-first service strategies.

Childcare Provider — Private Families & Horizon Summer Camp

Incline Village, NV — June 2023–Present

- Communicated clearly and professionally with parents, maintaining trustworthy relationships that led to repeat clients and referrals from multiple households.
- Designed engaging activities—including bilingual Spanish lessons—that required creativity, planning, and audience-focused communication.
- Led small groups of children, strengthening leadership, time management, and problem-solving abilities.
- Adapted behavior-support strategies for individual personalities, building strong rapport and connection.

MARKETING & COMMUNICATION SKILLS

- Strong verbal and written communication
- Social media content creation & audience engagement
- Customer experience & relationship building
- Bilingual communication (English & Spanish)
- Creative problem-solving & multitasking
- Team collaboration & leadership
- Basic branding and digital promotion
- Experience creating educational and creative activities

ADDITIONAL MARKETING-RELATED STRENGTHS

- Bilingual social content creation (English & Spanish)
- Ability to build customer trust and retention
- Experience supporting small-business-style environments
- Passion for branding, promotion, and community engagement