

JORGE MENÉNDEZ

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EDUCATION & LANGUAGE SKILLS

Bachelor of Arts | Business Administration–Finance

Expected: Dec 2026

Northwestern College | Orange City, IA

- GPA: 3.4/4.0
- Relevant Coursework: Financial Planning from a Global Perspective | Applied Statistics for Management | Financial Accounting | Microeconomics | Managerial Accounting | Business Computer Applications

Prairie View A&M University | Houston, TX

Jan–Dec 2023

Fluent: **English & Spanish**

WORK EXPERIENCE

Sports Operations Intern: Venue Manager | National Senior Games Assoc. | Des Moines, IA

Jul–Aug 2025

- Ensured a smooth and professional tournament experience by managing my designated venue
- Performed tasks such as coordinating across multiple venues, managing general inventory, updating scores, and offering support as an event official

Commuter Liaison | Bridge Center for Intercultural Development | Northwestern College

Aug 2024–May 2025

- Provided a positive college experience for commuters by involving them in campus activities during the year
- Promoted and facilitated the commuter lounge by improving the area and offering a comfortable space for commuters to spend time away from home
- Planned campus events to involve all students and staff, especially those who commute

Founder | Endunamoō | Tijuana, México

Jan–Dec 2022

- Performed general marketing activities for a coffee company, such as developing a logo and promoting the coffee through retail stores and sports clubs
- Managed financial resources for the business, including cash transactions, business expenses, and inventory

CAMPUS INVOLVEMENT & LEADERSHIP

Competitive Cheer Team Member | Northwestern College | Orange City, IA

Aug 2024–Dec 2026

- Communicate with team members to adapt quickly to changes in positioning throughout performances

Franken Fellow: Peer Career Mentor | Northwestern College | Orange City, IA

Aug–Dec 2026

- Meet one-on-one with college students to create professional documents and online profiles
- Plan and execute campus events to facilitate students' professional development

Men's Varsity Tennis Team Member | Northwestern College | Orange City, IA

Jan 2024–May 2025

- Demonstrated discipline by earning the number one position on the varsity tennis team
- Practiced and competed in collaboration with teammates to achieve a common goal

Captain | Men's Tennis Team | Prairie View A&M University | Houston, TX

Jan–Dec 2023

- Used leadership role of team captain to guide the tennis team to improve as athletes and teammates

VOLUNTEER EXPERIENCE

Musician | Maria Magdalena Reformed Church | Sioux Center, IA

Jan 2024–May 2025

- Collaborated with fellow musicians to lead worship by playing acoustic guitar

Tennis Coach & Camp Counselor | Windridge Tennis & Sports Camp | Roxbury, VT

Jun–Aug 2022

- Taught tennis lessons to campers to help them develop their tennis skills and knowledge of the sport
- Led a group of campers as their counselor by creating a healthy environment and providing activities for an enjoyable and enriching camp experience