
Monica Gonzalez Rivera

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OBJECTIVE:

Business consultant and public relations representative looking for opportunities to participate in activities related to the empowerment of women and underserved communities through new and innovative business models.

PROFESSIONAL EXPERIENCE

ARUM EVENTOS S.A. DE C.V. Mexico City

Business Consultant 5/18– 8/19

Analysis of the company's operational activities to create strategies to increase profit and better plans to control cash management.

DRAGADOS MEXICO

Files and Arcade Translator – October 2018 – may 2019

Translation of suppliers and contractors' evaluations and proposals

Translation and edition of advertising campaigns proposals

GLEASON & KOATZ, LLP New York City

Management Consultant– 10/14 - 6/17

Office Manager

Analysis of organizational structure, interviewing staff, collecting and reviewing the firm's operational activities and billing practices to provide strategies, recommendations and programs to improve communication and efficiency of the firm and increase profits and expand its market.

UNITED STATES – MEXICO CHAMBER OF COMMERCE, NORTHEAST CHAPTER New York

Volunteer – 12/12 to 03/16

Silent Auctions, conferences, networking events, fundraising, galas, and promotional events.

La Nacional – SPANISH BENEVOLENT SOCIETY– New York

Marketing and Communication – 10/11 to 05/16

- Created and executed marketing campaigns to expand the public profile of the Centro Español in the New York area. Worked closely with community relations division of organization.
- Updating, implementing, and organizing the process of annual memberships and registration.

Outstanding participation and events:

- **International Women's Day** – 03/13

Organizational committee and research expositor. Interviewed immigrant women who came to the U.S. looking for opportunities to grow, work, or live. Organized public events to highlight obstacles overcome by women in immigrant communities.

- **Hispanic Day in New York – 10/13**
Organizational committee and reception of the Spanish and Latin American Consuls to celebrate the diversity of the Hispanic cultures.

INFO-FAST – Mexico City Market Research and Consulter Organization

Projects Department Specialist

3/09 to 08/09

Create and analyze market research campaigns to collect precise and accurate information to fulfill the objectives and plans of our clients.

PULSO MERCADOLOGICO – Mexico City Market Research Company

Market Research Analyst - 03/00 to 09/00

Field research surveys and polls applied to Mexico City and northeastern states of Mexico, utilized for the 2000 presidential elections.

UNITED PARCEL SERVICE Mexico City

12/03 to 05/08

Loss Prevention Auditor 08/05 to 05/08

Package Information Executive 06/05 to 07/05

Customer Service Telephone Center Clerk 12/03 to 05/05

EDUCATION

NYU PROFESSIONAL STUDIES – BUSINESS, New York

Entrepreneurial Public Relations: Leadership & Organizational Communication – 03/17 to 04/17

Business Intelligence – 02/17 to 03/17

Advance advertising strategies – 02/16 to 04/16

LAGUARDIA COMMUNITY COLLEGE, New York

2009-2011

*English as Second Language certificate.

*Business Communications Course. 01/10 to 12/10

ESCUELA SUPERIOR DE COMERCIO Y ADMINISTRACION México City 1998-2002

*Bachelor's Degree in Business and Commercial Relations

Degree Seminary: International Commerce and Mexico Nowadays

***Thesis:** "Controlled-Strategic Fiscal Precinct" (A new strategy to temporary import materials and vehicles to Mexico to be processed by border industries to produce final merchandise and be returned as final products to the US with taxes exemption according to NAFTA).

ESCUELA SUPERIOR DE COMERCIO Y ADMINISTRACION México City, 2001 – 2002

Human and Professional Development **Diplomat**

Seminary of 8 modules with high recognized score on the final project "**Life and Moral**"

CENTRO DE ESTUDIOS CIENTIFICOS Y TECNOLOGICOS "BENITO JUAREZ" Mexico City, 1995 – 1998
High School certificate majoring in International Business, Trade, and Tax Law

CORE QUALIFICATIONS

- Communication and Relationship-Building Skills (PR)
 - Digital marketing & social media experience
 - Customer needs assessment
 - Excellent organizational skills, proactive, and team builder.
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LANGUAGES

- Spanish – Native speaker
 - English – Advance business level. TOEFL 2012
 - French – Basic
 - Italian – Basic
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ADDITIONAL EXPERIENCE

AICM – INTERNATIONAL CUSTOMS OF MEXICO CITY AIRPORT Mexico City, Internship
05/01 to 12/01

- Provide documented assistance to release import products that were retained by the customs officers.
- Support and assistance to distinctive corporations to complete the fines and taxes payment process.

UNITED PARCEL SERVICE Mexico City Fair Stand Coordinator on its 100th Anniversary Celebration
Design, exhibition, and coordination of a promotional stand representing Loss Prevention and Package Information departments during the U.P.S. Anniversary fair in Mexico City. 05/07

UNITED PARCEL SERVICE Mexico City E.R.I. Coordinator (Employment Relations Inquiry)
Positively increasing the workplace atmosphere and teamwork during 2007 from 44.8% to 58.3% in the Package Information and Loss Prevention departments through group meetings, individual appointments, and surveys.

AWARDS AND HONORS

UNITED PARCEL SERVICE Mexico City Employee of the month recognition
Obtained 3 times:

- May 2005 representing the Customer Service Telephone Center – The best service and quality of information and solutions provided to our customers.
- December 2005 representing the Customer Service Telephone Center – The highest results on tracking packages lost and increasing customers' satisfaction.
- December 2007 representing the Loss Prevention Department – Extensive communication, commitment and assistance to the new organizational chart, restructuring activities during a challenging seasonal time.

OTHER INTERESTS

- Runner. 10K NYC (2016). 10K Central Park 10k and Half Women's Marathon in 2017.
- Kickboxing
- West Coast Swing
- Hot Yoga
- Social psychology
- Cultural Travel
- Holistic approaches and treatments