

Marcus Heredia

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Education

California Baptist University- Riverside, CA

Bachelor of Arts in English Literature

Anticipated May 2022

- Minor in Music
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Experience

Pechanga Resort Casino, Marketing Team, Temecula CA

June 2019 – August 2019

Intern – Public Relations

- Wrote copy for internal and external purposes
- Wrote copy for social media websites
 - Facebook, Instagram, and Twitter
 - Responded to guests' questions and concerns
- Wrote and delivered Press Releases
- [Public Relations Internship Summary](#)

California Baptist University, Disability Services, Riverside CA

October 2018 – Present

Notetaker

- Attended classes for those with disabilities
- Took and submitted notes to the student and supervisor
 - Notes are easily read and understood
 - Submitted immediately after classes are concluded
- Maintained and respected the signed Non-Disclosure Agreements for the student's privacy

Volunteer

Chemawa Middle School, In-Class Teachers Aid, Riverside CA

Sept. 2018 – December 2018

English Tutor

- Attended classes and guided students through In-Class activities
 - English classes
- Stood in for the teacher if needed or allowed
- Attended the afterschool program to assist with homework and questions
 - Any classes