

# FIVE YEARS OF SERVICE

## HUMBERTO ARRIAGA – JANUARY 2006

### Administrative Assistant – Finance Department

#### **Education, Training & Licenses:**

Humberto graduated from Natalia High School in Natalia, Texas. He attended El Centro College and Cameron University, and went on to receive his Associate's Degree at Tarrant County College in 2009. He is currently working toward a Bachelor's Degree in Accounting from Western Governors University (with a minor in Early Childhood Education). He has received the following training and certifications: Primary Leadership Development Course, Microsoft System Engineer, Microsoft Office Specialist, CompTIA A+ Certification, and QRep Reporting. He also holds a Microsoft Certified Professional License.

#### **Employment Background & Experience:**

Humberto served in the U.S. Army from 1997 to 2002 as a Petroleum Supply Sergeant. From 2003-2005, he worked as a Supervisor of Member Services for the Dallas Better Business Bureau. From January, 2006 to June, 2007, Humberto worked as a Field Tech I in the City of Euless Public Works Department. He transferred to the Finance Department as an Office Tech I and promoted to Administrative Assistant in November, 2007.

#### **Awards, Recognition, Associations, & Personal Data:**

While in the U. S. Army, he earned many commendations and medals: three Army Commendation Medals, two Army Achievement Medals, Army Good Conduct Medal, National Defense Service Medal, and Non-Commissioned Officer's Professional Development Medal.

