

# JOSE ARREOLA

[jose.arreol15@gmail.com](mailto:jose.arreol15@gmail.com) | (323) 605-9571 | [Linkedin](#)

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## EDUCATION

### **RIO HONDO COLLEGE - Whittier, California**

*Aug 2018 - May 2020*

*Associates Degree in Political Science*

- Graduated with High Honors

### **UNIVERSITY OF CALIFORNIA, SAN DIEGO - La Jolla, California**

*Sept 2020 - Sept 2022*

*Bachelor of Arts in Public Policy*

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## WORK & LEADERSHIP EXPERIENCE

### **IPPS at UC San Diego, La Jolla, California**

*Sept 2020 - June 2022*

*Student Mail & Logistics Assistant*

- Distribute letters and packages to students across multiple locations with a focus on efficient communication while addressing client questions and concerns.
- Independently developed an effective delivery route and was trusted to execute letter/package drop offs in a timely manner.

### **Mothers Nutritional Center, Los Angeles, California**

*Nov 2018 - Sept 2020*

*Cashier Team Lead*

- Maintained an amicable relationship with new and returning customers by assisting their in-store experience, keeping them informed of our products and offering guidance when requested.
  - Led a team of associates to ensure our stores operated at their best quality and worked with coworkers to keep one another accountable through managing shift coverage and rotating responsibilities regularly.
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## PROJECT & COURSE EXPERIENCE

### **Public Policy Analysis (2021)**

*UC San Diego*

- Drafted a policy memo analyzing Article 1 of UDHR which led to a focus on the United State's Police De-Certification Act of 2021 and how it can be used to mitigate the involvement of police in the killing of minorities across the country.
- Accessed [leginfo.legislature.ca.gov](http://leginfo.legislature.ca.gov) to review relevant legislation to produce in-depth policy proposals advocating for Peace Officer Standards and Trainings which promote non-violent aide in most scenarios

### **Legislative Aid Plan (2021)**

*UC San Diego*

- Drafted a full scale legislative plan for an incumbent California State Senator which guided a bill from its draft stage, through sponsorship, committee, and budget with the votes to pass and land on the Governor's desk.
- Familiarized myself with California Assembly and Senate procedures targeting their respective legislative databases with an emphasis on better understanding committee proceeding

### **Congressional Campaign Plan (2021)**

*UC San Diego*

- Executed a comprehensive campaign plan for a Congressional candidate that focused on the components of a political campaign with an emphasis on district demographics and voter registration information that lead to winning or losing a political campaign.
  - Utilized [www.fec.gov](http://www.fec.gov) to Construct a hypothetical Fundraising Plan based on the number of contributions from past elections, which included an outline of the monthly contributions based on multiple factors such as Donor history, their location, and party affiliation.
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## ADDITIONAL INFORMATION

**Skills & Languages and Awards:** Microsoft Office, Fluent in English and Spanish, Database Research

**Awards:** Rio Hondo College Dean's Honors, State Seal of Biliteracy.