
JORGE GRIJALVA



Jorgegrvam@gmail.com



5530255707

• ABOUT ME

I am a highly motivated and professional individual with excellent customer service skills. Known for my patience, positive attitude, and ability to handle challenging situations, I take pride in creating exceptional experiences for clients. I excel at building strong relationships, understanding customer needs, and delivering solutions with a smile. My dedication to ensuring satisfaction makes me a valuable asset to any team.

• EDUCATION

SEOTEC

Bachelor's Degree in Law

Academic Average: 8,8

• LANGUAGES

English

Intermediate Speaking Level, Advanced Writing Level

Spanish

Native in Speaking and Writing

• WORK EXPERIENCE

General Manager

Los Monumentales Restaurant

Successfully managed daily operations, coordinated staff, and ensured excellent customer service.

Oversaw budgeting, inventory, and resolved customer inquiries effectively.

Legal Intern

Martínez Pineda Law Firm

Assisted in legal research, drafted documents, and supported attorneys in case preparation. Maintained high attention to detail and adhered to confidentiality standards.