
KEVIN MENDEZ

2700 Gary Pl. Bakersfield, CA. 93307
(661) 900-0836
Kevinmen94@aol.com

EDUCATION

ENGINEERING, BAKERSFIELD COLLEGE — 2025

EXPERIENCE

WILLIAMS & WILLIAMS LAW FIRM- 2020-2023

Assistant to head of office. Fill paperwork. Assist clients with all needs. Translator. Oversee and manage website. Manage organization of front desk and mailing. In house tech support.

FREE LANCE GRAPHIC/WEB DESIGNER — 2017-PRESENT

Web design. Logo design. Advertisement. Create visual concepts, by hand or using computer software, to communicate ideas that inspire, inform, or captivate consumers.

WELDER, KING WELDING; BAKERSFIELD, CA—2016-2020

Fabricated shop parts directly from blueprints. Used arc, gas-shielded arc, submerged arc and gas welding equipment to weld Metal parts. Repaired manufactured products by dismantling, straitening, reshaping and reassembling parts. Salvaged and rebuilt parts whenever possible. Examined the structure and texture of parts to detect imperfections. Welded in flat, horizontal, vertical and overhead positions.

PROCTOR, STATE BAR EXAM ONTARIO — 2016-2016

Look over testers and prevent cheating. Examine tester materials before and after test. Organize paper work and test after. organize and prep for test before and clean up after.

CERTIFICATIONS

Computer repair

SKILLS

BILINGUAL
STRONG CLIENT
RELATIONS

PERSONABLE AND
FRIENDLY
SHAPING AND CUTTING
2D DESIGN
DREAMWEAVER

QUICK LEARNER
DESKTOP AND LAPTOP
REPAIR TOOL REPAIR
AND MAINTENANCE
STRUCTURAL WELDING