

VALENTIN RAMIREZ-DIAZ

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EDUCATION

Montclair State University, Feliciano School of Business
Bachelor of Business Administration in Finance

Montclair, NJ
Expected June 2029

- *Current GPA:* 3.7/4.0
- *Relevant Coursework:* Fundamentals of Financial Accounting, Statistical Methods in Business, Strategic Business Communications, Applied Microeconomics, Technology and Business, Spreadsheet Modeling

EXPERIENCE

AutoZone

Lodi, NJ

Parts Sales Manager

August 2026 – Present

- Oversee daily P&L performance of a high-volume store, managing inventory turnover and margin targets across 500+ SKUs
- Lead and coach a team of 6+ sales associates on upselling techniques, driving measurable increases in the average ticket size
- Manage commercial account relationships, coordinating order fulfillment and delivery logistics to strengthen client retention
- Analyze sales and inventory data to forecast demand, reducing stockouts and optimizing cost efficiency throughout the store

Sales Associate

February 2026 – August 2026

- Advised customers on parts selection and vehicle fitment while performing battery, charging, and starter system diagnostics
- Earned promotion to Parts Sales Manager within six months of hire through reliable sales performance and customer service

Los Morros de Michoacán

Passaic, NJ

Manager

November 2022 – January 2026

- Conducted regulatory and industry research, analyzing 20+ compliance metrics to identify actionable strategic opportunities
- Collaborated on client deliverables and internal initiatives supporting 4+ cross-functional teams with execution and planning
- Assessed compliance frameworks and regulatory policies across 10+ projects to strengthen risk management and adherence
- Oversaw daily operations and coordinated team activities to maintain efficient workflows and compliance across all projects

Excelsior Catering

Saddle Brook, NJ

Waiter/Server

June 2021 – September 2022

- Memorized and managed orders for 150+ guests per event, minimizing wait times and maintaining high accuracy in service
- Maintained composure and professionalism under pressure, adapting to changing demands to enhance overall service quality
- Collaborated closely with 4 team members to ensure seamless and efficient service during high-volume events and functions
- Handled multiple tasks simultaneously across setup, service, and clean-up, ensuring smooth flow and high guest satisfaction

INVOLVEMENT

Association of Latino Professionals for America (ALPFA)

Montclair State University

Member

September 2024 – Present

- Participate in workshops, networking events, and guest speaker sessions with finance and accounting industry professionals
- Collaborate with peers on career readiness activities, including resume workshops, interview prep, and professional etiquette
- Engage in community and campus events that promote diversity, inclusion, and career advancement for professional growth

Guitar for the Youth

Passaic, NJ

Volunteer Tutor

November 2022 – May 2024

- Delivered weekly guitar lessons to middle and high school students, emphasizing skill development and music theory basics
- Created progress plans for students, offering personalized feedback and adjusting teaching methods to fit each learning style
- Coordinated showcases to highlight student progress and build confidence through live performances in front of an audience

Holy Trinity Roman Catholic Church

Passaic, NJ

Volunteer

May 2018 – May 2025

- Assisted in organizing major events such as masses, retreats, and holiday celebrations, ensuring smooth logistics and set-up
- Supported outreach by coordinating volunteers and communicating updates through the church bulletin and announcements
- Maintained accurate attendance and participation records to support parish administrative operations and planning decisions

SKILLS AND INTERESTS

Certifications: Microsoft Excel (Microsoft Office Specialist: Excel Associate – Office 2019)

Skills: Cash Handling, Data Entry, Invoice Processing, LLMs, Microsoft Excel, Microsoft PowerPoint, Microsoft Word, Spanish

Interests: Finance, Fitness, Gaming, Hip-Hop, Live Music, Mexican Music, Musical Instruments, Rock Climbing, Soccer, Tech