

KATIA E MELÉNDEZ ALVARADO

Staff Accountant

HIRED JULY 5, 2023



MY WORK LIFE

MY GOALS AT WORK

**ONE YEAR** - In the next year, I want to continue growing in my role as a Staff Accountant by becoming an even stronger resource for my team. I’d like to deepen my technical skills, particularly in budgeting and reporting.

**THREE YEAR** - In three years, I want to grow into a bigger accounting role. I hope my team can count on me not just for my work, but also for help, support, and working well together.

**FIVE YEAR** - In five years, I’d like to be in a senior role where I help make important decisions, support a positive team environment, and feel valued and passionate about the work I do.

MY INDIVIDUAL DEVELOPMENT GOALS

**SHORT TERM** - Individual Development Goals: (short term)

- I want to strengthen my communication skills and be more active.
- Find more peace and calm in my daily life.
- Maintain a healthy balance between my professional and personal life.
- Create a positive environment by staying active through sports and spending quality time with my family
- Stay connected to my core values in everything I do

**LONG TERM** - Individual Development Goals: (long term)

- Grow into a higher-level role where I feel valued, supported, and confident in what I do. I want to keep learning and fully understand my work.
- Explore opportunities for further education (CPA certification)
- Continue to find and maintain a healthy balance between my professional and personal life
- Stay true to my core values in both my work and personal growth
- Build greater confidence in myself and my abilities

**TRUSTED ADVISOR/MENTORS AT WORK**

I have good people around me who are willing to listen and offer guidance when I need it. While I don’t have one specific person I’d name as a mentor right now, I appreciate the support I do have.

**WHAT I AM REALLY GOOD AT OR MOST VALUABLE THING ABOUT ME AT WORK**

I am detail-oriented, passionate, and genuine in everything I do at work.



MY COMMUNICATION PREFERENCES

I prefer calm, respectful, and honest communication. I also value positivity and humor, especially in challenging situations.



HOW I LIKE TO BE RECOGNIZED AT WORK

I prefer recognition in a one-on-one setting or in a small group, rather than something big or public. I like to feel that the effort and sacrifices I make every day at work are noticed and valued.

MY PERSONAL VISION AND MISSION STATEMENT

My personal vision is to live a life of purpose by contributing in meaningful ways to others and to the world. I want to be an instrument of God, helping to uplift others through generosity and creativity, while continuing to grow as a leader and as a person.

My mission is to bring my full self to everything I do. I aim to lead by example, stay open to learning, and keep building new and meaningful connections.

MY HOME LIFE

IMPORTANT PEOPLE/PETS IN MY LIFE

Being from Puerto Rico has given me so much. Including my big family.

- Elta Alvarado - Mom
- Carlos Meléndez - Dad
- Karina Meléndez - Twin Sister
- Carielt Meléndez - Youngest Brother
- Joel Meléndez - Oldest Brother
- Elta Rodriguez - Grandma
- Carliris Rivera - Partner
- Blue - My beautiful Dog

Of course, there are many more people I could mention, but if I start naming everyone, I might never finish

**Wedding Anniversary: February 29, 2024**

WHAT I AM REALLY GOOD AT OR MOST VALUABLE THING ABOUT ME AT HOME

I love making people laugh and enjoy being funny. Helping others without them having to ask is something I take pride in, and I’m also passionate about cooking.

FAVORITE QUOTE

My grandma always says, “Life is like a ladder—you have to climb one step at a time.”

PERSONAL GOALS AT HOME - ONE YEAR

I would like to be more financially stable and better manage my time to make room for going to the gym or playing soccer and basketball.

PERSONAL GOALS AT HOME - THREE YEARS

I want my faith to grow stronger than before and to stay connected with all my family members, even through the distance. I also want to be happy wherever I live and work.

PERSONAL GOALS AT HOME - FIVE YEARS

I would like to have my own house so Blue can have some siblings. I also want to feel happy and confident in who I am and in my purpose in life.

MY FAVORITE...

DRINK

Water

FOOD

Mashed Potatoes & Breaded Chicken / Arroz con Bacon with Chicken Breast in Cheese Sauce and Tostones

SNACKS

Different Dips: Beans, Mexican, Buffalo

RESTAURANT

Church’s Chicken (Fast Food in Puerto Rico)

SPORT

Soccer & Basketball

MOVIE

Don’t have a favorite but I like Lion King

SONG / ARTIST

Benson Boone

RECREATIONAL ACTIVITIES

Sports, Shopping

COLOR

Blue & Grey

VACATION

Love to go home ( Puerto Rico )