1210 E Cheltenham Ave. | Philadelphia | PA | 19124 | 215.820.5054

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, Graduation: May 2016

Major: Accounting

GPA: 3.42 Dean's List: Fall 2013

ACTIVITIES: Volunteer, Free Library of Philadelphia, 2008

Volunteer, AIDS Walk, 2008 - 2012

EXPERIENCE: Dunkin Donuts, Philadelphia, PA Fall 2012 - Present

Cashier, Bustleton Branch

 Provided customer service to numerous customers, resolved conflicts and issues customers had

• Assisted manager with monthly inventory checks

• Trained new employees in prepping coffee and customer service

SKILLS & LANGUAGES:

- Microsoft Excel, Word, PowerPoint
- Chinese Cantonese Conversational