Philadelphia, PA 19148

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# **EDUCATION**

TEMPLE UNIVERSITY - Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, Graduation: May 2026

Major: Management Information Systems

Overall GPA: 3.2

### RELEVANT COURSES

Digital Systems

# **ACTIVITIES**

• Get out and garden day (VOLUNTEER)

2015 - 2016

• Youth Volunteer Corp (YVC)

2017 - 2020

# **SKILLS**

- Computer skills: Types 80-100 WPM
- Multitasking
- Problem-Solving skills (Intermediate Proficiency)
- Customer Service
- Languages: English (Proficient), Mandarin (Intermediate)

# **EXPERIENCE**

Walgreens | Philadelphia PA

June 2021 - Feb. 2022

#### SHIFT LEADER

- Supervises team members to make sure the store is neat, tidy, workable environment, and follows health guidelines.
- Clean the front and back of the store.
- Making sure inventory is stocked, neat, and on hand count is correct.
- Manages/handling cash and registers to make sure opening/closing process goes smooth.
- Responsible for Opening and Closing the store.
- Customer service on sales floor.

# Gong Cha | Philadelphia PA

June 2022 - Present

#### SHIFT LEADER

- Takes customer order and enters into POS system.
- Makes customer's drinks.
- Makes toppings/boba in the kitchen for customer's drinks.
- Cleaning the store to prevent poor health guideline work environments.
- Manage/handling cash/register at night to make the next sales day smoother.
- Responsible for opening or closing the store.