Mai Shmilovitch

mai.shmilovitch@temple.edu

Philadelphia | PA | 19115 | 267-777-1774

EDUCATION

TEMPLE UNIVERSITY – Fox School of Business, Philadelphia, PA

Bachelor of Business Administration   Graduation: December 2025

Major: Management Information Systems | GPA: 3.71

COMMUNITY COLLEGE OF PHILADELPHIA – Philadelphia, PA

Associates of Arts, Business Administration   Graduation: May 2023

Major: International Business | GPA: 4.0

EXPERIENCE

CRAY TASTE, Philadelphia, PA   September 2021 – Present
Restaurant Server

- Managed a high-volume section at a black-owned Jamaican soul-food restaurant, catering to a diverse clientele in Olde City, Philadelphia.
- Provided efficient and effective customer service within a fast-paced environment.
- Handled food, condiments, and beverages with sanitation and safety in mind.

DOORDASH, Philadelphia, PA   August 2021 – Present
Delivery Driver

- Ensured timely delivery of all orders while preserving its quality throughout the city of Philadelphia.
- Operated vehicle with caution and maintained alertness.
- Organized navigation routes in accordance with traffic, hourly earnings and miles.

LESLIE ROSEN CATERING, Bryn Mawr, PA   August 2020 – Present
Catering Server

- Catered to the guests of various events differing in sizes and celebratory purposes.
- Plated and served multiple courses for guests of events ranging from 15-200 people.
- Remained on foot for long hours with consistent movement to quickly and frequently meet customers' needs.

CAFE OLE, Huntingdon Valley, PA   September 2017 – August 2019
Cafe Server, Barista, Cashier

- Executed multiple positions to guarantee customer satisfaction throughout a large cafe located in a suburban area of Pennsylvania.
- Guided co-workers and aided managers in training incoming staff.
- Adjusted to work well in a very fast-paced environment while maintaining a friendly and outgoing attitude.

SKILLS

Software: Microsoft Word, Excel, PowerPoint, Javascript, Python, HTML, CSS
Languages: Basic Proficiency in Spanish, Advanced Proficiency in Hebrew