

# Cassandra A. Lee

☎ 415-374-0470 ✉ caslee@ucdavis.edu 🏠 2027 31<sup>st</sup> Avenue, San Francisco CA 94116

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**Objective**      A server position that utilizes my analytical skills and customer service background to ameliorate customer relations and aid business advancement

**Experience**

**Viking Bar-Ton Sai, Krabi, Thailand**      JAN 13-FEB 13  
Bartender

- Greeted clients and took orders for food and drink
- Learned to mix common cocktails and improvise upon request
- Frequently cleaned bar surfaces and glassware to maintain sanitation standards

**Aussie Farmers Direct-Surry Hills, NSW, Australia**      OCT 11-JAN 12  
Sales Representative

- Earned the title of top seller in the channel
- Appealed to the specific needs of potential clients and offered information regarding the service
- Displayed dedication for the job by working on 100% commission
- Successfully trained new staff members by demonstrating sales techniques

**Adria Rybar and Grill-Sydney, NSW, Australia**      AUG 11-JAN 12  
Server

- Worked effectively in a fast-paced environment and balanced client needs
- Demonstrated initiative by completing unassigned but necessary tasks during off-peak lulls
- Learned to use touch screen POS system to relay orders to the kitchen and bar
- Maintained a friendly and professional demeanor when interacting with customers

**Walgreens Pharmacy-Daly City, CA**      JUN 10-DEC 10  
Assistant Manager

- Provided administrative aid by bookkeeping, scheduling employees, and providing customer service
- Managed one of the largest stores on the west coast with 100+ employees
- Multitasked constantly and learned skills needed to excel in various sectors of the store

**Pacific Internet Exchange-San Francisco, CA**      JUN 08-AUG 08  
Network Technician

- Investigated, analyzed, and repaired malfunctioning servers to maintain service standards
- Maintained server content integrity to protect company image
- Created innovative processes for a more efficient and organized work environment

**Education**      **University of California, Davis**      MAR 2010  
Bachelor of Arts, Economics

Selected courses include: Analysis of Economic Data, Human Resources, and Financial Economics

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### **References**

- Carissa Schumacher  
Restaurant Manager, Adria Rybar and Grill  
+61 292833393
- Mark Calvert  
Manager, Aussie Farmers Direct  
+61 416826429