

Lena Thi Dinh

Objective

Seeking employment which will allow me to grow professionally, while being able to utilize my strong organizational, educational, and exceptional people skills.

Education

Bachelor of Science in Business Administration, June 2015

San Jose State University

Summary of Qualifications

- Bilingual, fluent in English and Vietnamese
- Excellent communication and team-building skills
- Flexible and able to work independently
- Ability to manage multiple tasks in a pressured environment

Experience

02/14 - 05/14

Nick The Greek

San Jose, CA

Sales Associate/Cashier

- Greet every customer as they walk in
- Take customer's orders on the register/cashier
- Restock utensils and supplies
- Help the cooks prepare food
- Maintain a clean environment

06/11 – 12/13

Loft

Napa, CA

Cashier/Food packer

- Keep the store organized and clean
- Ring up customers on the register/cashier
- Go Backs from fitting rooms
- Help customers pick out clothes/shoes, give them my opinion
- Tag and censor clothing and shoes
- Fitting room supervision

References

References available upon request