

## **Khoi A Xa**

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62 Diana St San Francisco, CA 94124

Home (415) 4681076– Cell: (415) 994 - 0856

Email: **khoixa@yahoo.com**

### **Career Focus**

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A position as open

### **Core Qualifications**

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- Critical Thinker
- Energetic and organized
- Extremely organized
- Issue resolution
- Microsoft Office, Excel
- Proven leadership abilities
- Quick learner
- Planning/Coordinating
- Outstanding interpersonal skills
- Organizational planning
- Team Leader skills

### **Work Experience**

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#### **Owner of Saigon BBQ Street Fair**

Managing, cash handle, customer service, cooking

May 2006 – Now

#### **Owner of Saigon BBQ restaurant #1**

Jan 1. 2010 – May 1. 2015

Managing, cash handle, customer service, cooking

140 old county road

Brisbane, CA94005

#### **Owner of Saigon BBQ #2**

Fed 15. 2013 – Now

Managing, cash handle, customer service, cooking

2623 San Bruno Ave,

San Francisco, CA94134

### **Shipping Department**

November 2005-March 2011

**Mac Murray Pacific** – San Francisco, CA

Seller, Packaging & shipping, work independent & make sure all product ship on time

### **Marketing & Sale**

**Majestic Hotel** Ho Chi Minh City, Vietnam

August 2002 – October 2005

Marketing and sale, increased productivity, customer service

**Manager in planning & technical department**

September 2001 – December 2002

### **CEMCO – Cultural Equipment and Material Joint Stock Company**

18 Nguyen Van Thu – Dist. 1 - Ho Chi Minh City, Vietnam

Sale and marketing, technical assistant, supervising employee, responsible training, customer service

June 1<sup>st</sup>, 2000 to August 2nd, 2005

Inventory, Purchaser, Shipping, customer services

### **Education and Training**

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#### **Socialized College 2005**

Ho Chi Minh City, Vietnam

#### **Business Management College 2000**

Ho Chi Minh City, Vietnam

Management - 2 years Degree

### **Vietnam National University – Ho Chi Minh**

#### **University Of Social Sciences and Humanities**

1999 – 2003 ( 4 years Degree )

### **Le Cordon Blue – San Francisco Culinary**

2016 – Now

350 Rhode Island Street, 3<sup>rd</sup> Floor

San Francisco – CA94103

## **Skills Summary**

Excel, word processing, typing 50 wpm. Organized, independent worker with strong time-management skills, hardworking, experience, energetic, speak and read Vietnamese and English.

## **References:**

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### **Chef Julie Tan - Yan Can Cook Office**

(707) 816 6209

### **Minh Nguyen – Student at Le Cordon Blue**

(415) 272 - 6799

### **Sophia Nguyen**

(415) 937-2086

### **Helen Nguyen**

415-994-8133