

Andy Pho

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EDUCATION

San Jose State University --

August 2020 - Present

B.S. in Business Administration, Concentration in *Management Information Systems* - Fall 2020

Employment History

China Delight

July 2020 - May 2022

Restaurant Server/Cashier

- Serves tables and cashiers
- Produces excellent customer service and adapted to working in a high-stress/fast paced environment

Real Estate Stager part time

July 2021 - November 2021

- Stage houses and provide customer satisfaction for clients to help sell houses
- Always finishes the job in a timely manner

Tastea

November 2019 - June 2020

Bobarista/Team Member

San Jose, CA

- Providing friendly customer service to approximately 100+ customers daily
- Memorize Menu, toppings, tea brews along with preferences for regular customers to build rapport
- Trained and mentored new employees in cash handling, brewing tea, and drink preparations
- Maintaining hygiene standards and keeping the store organized

Library Volunteer (Evergreen Branch Library)

April 2017 - August 2017

- Provide assistance to patrons regarding location of items along with available library services
- Exquisite organizational skills dealing with inventory (books, supplies, and events)

SKILLS

- Proficient in Microsoft Word, Excel, PowerPoint
- Cashier Handling & Register
- Fluent in English and Vietnamese (Reading and Writing)