

Bilal Ali (U.S. Citizen)

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WORK EXPERIENCE

YMCA of Silicon Valley

Mar. 2024 - Present

After School Leader

Cupertino, CA

- Managed substitutes to facilitate productivity and efficiency.
- Planned, created, and implemented daily schedules.
 - Supervised students from start to end of program.
- Utilized software to track student arrivals and departures.
- Fostered communication with parents and staff, addressing students' needs effectively.

Smart & Final

Mar. 2023 - Nov. 2023

Retail Associate

Santa Clara, CA

- Recorded inventory and inspected for missing goods.
- Used FIFO method to stock and organize products.
- Used specialized software for product labeling and tracking.
- Provided excellent customer service by assisting customers proactively and answering inquiries.

EDUCATION

University Name

San Jose State University - San Jose, CA

August 2024 - Present

Business Administration w/ Concentration in Management Information Systems

- **GPA: 3.9**
- Clubs: Financial Management Association, MIS Association, Muslim Student Association

Mission College - Santa Clara, CA

August 2022 - May 2024

AS-T in Business Administration

- **GPA: 3.8; *Summa Cum Laude***, Dean's List
- Clubs: MIS Association, Muslim Student Association

Skills, Certifications, & Interests

- **Skills:** Leadership, Research, Cultural Competency, Computer Proficiency, Strategic Planning, Presentations, Microsoft Office, Bilingual (Urdu), Inventory Management, Time Management, Human Labor Management, Active Listening, Customer Service, Quality Driven
- **Certifications:** Pediatric First Aid, CPR, AED Certified
- **Interests:** Biking, Stock Trading, Graphic Novels, AI Chatbots, Calisthenics, Crypto, Gaming, Food, Star Wars, Tech, Road Trips