bpersonalbusinessacc@gmail.com

# Ben Tsoi

# **SKILLS**

I also got into photo and video editing so I will soon learn how to use Adobe and other softwares. I once worked a part time job as a cashier so I accurately calculate the transactions from cash and credit cards given by the customers. I am also good at communicating with the managers and customers so I could give them the need that will satisfy them. I believe that communications are key assets to my skills because I use it in my everyday life. This ties into customer service and I had experience of dealing with customers both positively and negatively.

## **EXPERIENCE**

#### Bascom Branch Library, San Jose, CA - VOLUNTEER COMMUNITY SERVICE

April 2019 - May 2019

- Helped organize CDs and books with my partner
- Clean the chairs on the upper floor
- Volunteering for the community

#### Willow Glen 5K run , San Jose, CA — VOLUNTEER COMMUNITY SERVICE

May 2019 - May 2019

- Supervise children to make sure they have a safe and great time
- Worked with other groups of students from my school and other schools

#### The Tech Interactive , San Jose, CA - VOLUNTEER COMMUNITY SERVICE

February 2023 - April 2023

- Worked with children at a station helping them learn about the environment
- Connect with other staff members and fellow volunteers to see how they are doing

### Panera Bread, Campbell, CA - PART TIME

January 2023 - September 2024

- Cashier accurately handled cash transactions, maintaining a 100% accuracy rate
- Work with customers providing them a satisfactory stay
- Using communication skills to help with their orders and any questions they have regarding the menu
- Sometimes working on the barista station following instructions step by step to make the drinks correctly

- Worked in a team settings trying to figure out how we could approach the customer if they have a problem
- Carefully handled the bagel and bread slicer machine

# **EDUCATION**

Del Mar High School, San Jose — High School Diploma

August 2018 - June 2022, San Jose

San Jose State University, San Jose

August 2022 - Present