**Enzo Morales**

San Jose, CA 95112 | 707-880-8041 | moralesenzo1212@gmail.com

**Education**

San Jose State University San Jose, CA

*Bachelor’s in Business Administration: MIS concentration August 2025 – May 2027*

Diablo Valley College Pleasant Hill, CA

*Associates for transfer Business Admin and Econ;* GPA: 3.8 *August 2022 – May 2025*

*Certificate in Computer Science – Program Design*

**Work Experience**

**Concord Honda** Concord, CA

*Service Porter March 2024 – May 2025*

* Delivered customer-facing support, managing vehicle intake and return to ensure smooth service operations.
* Coordinated with service advisors to improve workflow efficiency and communication across the service, parts, and mechanic departments.
* Maintained accurate vehicle handling and scheduling while providing timely shuttle services for clients.
* Strengthened problem-solving, time management, and client relations skills in a fast-paced environment.

**Nation’s Benicia** Benicia, CA

*Crew Member October 2023 – March 2024*

* Provided efficient customer service by accurately processing high-volume orders in a fast-paced environment.
* Collaborated with team members to maintain smooth kitchen operations and clear communication during peak hours.
* Supported inventory management and workflow organization to ensure timely service and product availability.
* Upheld quality and cleanliness standards, contributing to a safe and welcoming environment for guests.

**Quickly Benicia** Benicia, CA

*Boba Barista June 2022 – November 2023*

* Delivered personalized customer service, preparing custom beverages to meet individual preferences.
* Managed daily inventory and supply levels, ensuring smooth operations and product availability.
* Operated and maintained beverage equipment while upholding strict food safety and quality standards.

**ENGin** Remote

*Volunteer Tutor June 2021 – October 2021*

* Facilitated weekly one-on-one English tutoring sessions with a Ukrainian student, focusing on speaking, reading, and pronunciation improvement.
* Designed and personalized lesson plans incorporating conversational practice, icebreaker activities, and reading exercises to build confidence and fluency.
* Guided the student through 10–12 structured sessions, leading to measurable progress in communication skills.
* Developed skills in mentorship, intercultural communication, and adaptability while supporting student growth in a virtual setting.