

# Jacob Madsen

---

## Jacob Madsen

San Jose, CA 95129  
408.482.8185  
Madsenj20@gmail.com

---

---

### Skills

- Excellent customer service skills
  - Easily Adaptable
  - Willingness to learn
  - Problem solver
  - Familiar with Python
  - Educated in Computing
  - Good with team based settings
  - Leadership
  - Good in high pressure situations
- 

---

### Experience

#### Five Guys - Shift Manager - San Jose, CA

August 2019 - Present

- Directed daily operations of the restaurant
- Track food inventory and stock up on supplies for the week
- Maintained leadership in facility throughout shifts
- Ensure the employees are on schedule for lunch and breaks
- Interact with customers
- Count cash for the restaurant at end of day

#### Flagship Facility Services - Office Assistant- San Jose, CA

June 2017 - August 2017

- File paperwork
- Matched checks to proper invoices
- Organized storage room
- Help other departments as needed

---

### Education

---

#### Prospect High School - Saratoga, CA

August 2016- June 2020

- High School Diploma

#### West Valley College - Saratoga, CA

August 2020- May 2022

- Associate in Arts transfer - Economics
- Associate in Science transfer - Business Administration
- Associate in Arts

#### San Jose State University - San Jose, CA

August 2022 - Present (Degree Expected Spring 2024)

- Business Administration - Management Information Systems

