

Marco-Antonio Chavez

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EDUCATION

San Jose State University | Lucas College of Business – B.S in Business Administration, Management Information Systems

January 2024 - December 2025

- Currently enrolled at San Jose State University with the intention of graduating with a Bachelor's Degree in Business Administration, Management Information Systems
- Business classes learning the basics of Accounting, Economics, and Business leadership including: creating balance sheets and income statements, analyzing the U.S economy, and discussing real-world examples of business practices
- Technology classes that teach the technical skills necessary for a business in today's digitized world including: Fundamentals of Management Information Systems, Database Management Systems, Business Programming with Python, and Networking & Data Communications

Universidad De Monterrey – ISEP Exchange Study Abroad

August 2024 - December 2024

- Spent the fall semester of 2024 in Monterrey, Nuevo Leon, Mexico taking business administration, language, and culture classes with peers from around the world

De Anza College — Associate Degree for Transfer in Business Administration

September 2022 - December 2023

- Associate Degree for Transfer in Business Administration with the intention of transferring to San Jose State University for Bachelor's Degree in Business Administration, Concentration in Management Information Systems

EXPERIENCE

Service Industry, Philz Coffee — Barista

April 2022 - July 2024

- Provided exceptional customer service by creating a welcoming and friendly environment.
- Engage with customers to recommend blends and educate them on Philz Coffee offerings.
- Maintain cleanliness and organization of the workspace while adhering to food safety standards.
- Handle transactions efficiently and assist in stocking and inventory management.
- Work collaboratively with the team to ensure smooth daily operations.

SKILLS

- Customer service
- Cash handling
- Written and verbal communication
- Microsoft Office
- Google Workspace