

Ryan Tran

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EDUCATION

De Anza College - Cupertino, CA August 2020 - June 2022
Associates of Science in Business Administration (MIS), 3.83

San Jose State University - San Jose, CA August 2022 - June 2024
Major - Business Administration (MIS), 3.83
Relevant Coursework: Python programming, System Analysis and Design, Global Dimensions of Business

SKILLS

- Languages: English, basic Mandarin, TeoChew (Chinese dialect)
- Teamwork, customer service, leadership, Microsoft Suite, Google Suite, proficient with computers

EXPERIENCE

Gong Cha - Barista | San Jose, CA October 2021 - Present

- Memorized product recipes, prepared ingredients, and made drinks while following food health and safety procedures in a fast-paced environment to ensure customer satisfaction.

Insane Ink - Marketing and Communications | San Jose, CA August 2019 - June 2020

- Searched for clients, maintained customer relations, communicated with customers, and created designs on Adobe apps as a part of a student-run apparel printing company.

Peer Foundation - Marketing Intern and Youth Leader | San Jose, CA June 2019 - July 2019

- Worked with fellow interns in creating entry-level media projects, aided disadvantaged students with understanding basic principles, and designed group activities that encourage teamwork and critical thinking skills.

Kumon - Tutor | San Jose, CA July 2018 - January 2019

- Tutored students from K-12 in math and English, corrected and organized student work efficiently, and worked with kids with special needs.

EXTRACURRICULAR

Yun Yee Tong Martial Arts and Lion Dragon Dance Team | San Jose, CA September 2018 - Present
Member/Youth Coach

- Dedicate 6-10 hours a week leading and participating in team practices, researching practice methods, helping organize professional shows for clients, and preparing routines for the team to learn.
- Responsible for managing the high school youth team which requires me to: handle between 15-25 people, manage personalities, bridge the gap between new and old members, organize practices, assist members with accomplishing their individual goals while making sure they contribute to the team, act as a role model and a mentor, maintain relationships with the youth, help organize school shows, and help market the club.

SJSU MISA - Member | San Jose, CA September 2022 - Present

- Attend weekly sessions which consist of socials, career oriented workshops, and professional panel discussions.