

# Steven Trinh

San Jose, California

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## Education

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**B.A. Degree** | San Jose State University

Business Administration - Management Information Systems

Expected Graduation: May 2026

## Relevant Coursework

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- Macroeconomics
- Managerial Accounting
- Comp Tools of Business
- Business Programming
- Systems Analysis
- Public Speaking

## Professional Experience

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**Server** | V Pho

July 2023 - August 2024

- Proactively anticipated client's needs to provide high quality customer service
- Sold +\$50,000 worth of products to clients
- Assisted with management of 4 staff members to efficiently complete tasks
- Found 3 employees to optimize the restaurant
- Directed the owner on better ways of management

**Freelance** | Rug Company

Feb 2020 – May 2021

- Managed resources of multiple products for the company
- Executed customers requests in a timely manner
- Marketed for the company and garnered +100 new customers

## Activities

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**Intramurals Volleyball Team** Outside Hitter |

Aug 2022 – October 2022

- Collaborated with the Captain to find members for the team
- Succeeded in cooperating with new people

**Volunteer Work**

Feb 2019 – April 2022

- Completed +40 hours of work as a concessions stand attendant at Stanford University

## Technical Skills

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- Proficient in: Adobe Photoshop, Adobe Illustrator, and Excel
- Experienced with the coding language python
- Skilled in photography and editing

## Interests

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- Enjoy watching anime and keeping up with current releases
- Like to get a good workout at the gym and going skateboarding