

THIEU KHANG TRUONG

CONTACT

- 415-816-0601
- thieukhangtruong2002@gmail.com
- Morgan Hill, CA 95037

SKILLS

- Proficient in Microsoft Office, G-Suite
- Excellent communication, customer service and interpersonal skills
- Strong analytical mindset
- Outstanding organizational skills with great attention to details

EDUCATION

Business Administration, Management
Information Systems Concentration, BS

San Jose State University

2020-2025

Ann Sobrato High School

2017-2020

George Washington High School

2016-2017

LANGUAGES

English 

Vietnamese 

WORK EXPERIENCE

Intuitive Surgical Inc

2022-Present

Assembly Technician

- Assembled and tested robotic systems according to standard operation procedures, and quality standards.
- Proficiently operated a variety of hand and power tools, including torque wrenches, screwdrivers, and calipers..
- Conducted thorough inspections and testing of components and sub-assemblies, identifying defects and ensuring adherence to strict quality standards.

CVS Pharmacy

2021-2022

Pharmacy Technician

- Provided exceptional customer service by addressing inquiries, resolving issues, and offering guidance on over-the-counter medications.
- Managed inventory, including ordering, stocking, and expiration date checks.
- Trained and supervised new associates, ensuring adherence to company policies and procedures.

Walmart

2020-2020

Associate

- Operated cash registers, processed transactions, and handled financial transactions accurately.
- Assisted customers in locating products, answering product-related questions, and providing recommendations.
- Maintained a clean and organized store environment, including stocking shelves and ensuring product freshness.
- Collaborated with team members to achieve department and store sales targets.
- Demonstrated a strong commitment to safety and loss prevention measures.

PROJECT

System Analysis & Design Project

- Developed a business plan to enhance a company's exiting business plan and drive additional profitable sales

Bike Marketing Simulation Project

- Analyzed the environmental factor and the demand to help develop a marketing plan to sell more bikes