

Tyler Tran

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SUMMARY

A hard working and greatly organized sales associate with at least 2 years of experience increasing company sales and brand awareness, maintaining facility functions, and handling customers.

EXPERIENCE

Bintang Badminton Academy, Campbell, Ca - Assistant Manager

October 2020 - Current

- Manage and maintain the functioning capacity of the gym with all of the facilities and services that are provided
- Check in customers and fulfill any questions or requests they may have about inventory or services offered
- Handle all financial and inventory tasks that are required to uphold the functioning of the facility

Vien Huong Restaurant, Oakland, CA - Waiter

December 2019 - January 2020

- Took customers' orders and prepared serving dishes and drinks for the customers when dining at the restaurant
- Handled payment transactions for services provided
- Maintained storefront at peak business times

The Wave, Dublin, CA - Slide attendant

June 2017 - August 2017

- Monitored and maintained the chemical levels, hydraulics, and structural integrity of the water slides that we utilized
- Deployed customers down the slides during functioning hours and handled any disputes that they may have had
- Monitored and remained vigilant for any medical emergencies or inconveniences that may have occurred

EDUCATION

San Jose State University, San Jose, CA - Junior

Graduation year of 2023

Currently I am attending San Jose State University as a Junior student aiming to earn my bachelor's degree in Business Administration with a focus in Management Information Systems.

SKILLS

- Adept in Google docs, presentations, and spreadsheet
- Knowledgeable in Microsoft Word, Excel, and Powerpoint
- 2+ years of customer service and retail sales experience
- Quick to learn or adapt
- Takes initiative when needed / greatly motivated
- Can multi-task
- Easy to communicate or collaborate with
- Precise focus
- Can think outside of the box
- Observant

Recognition/extracurriculars

- Won second place in annual Tri - Valley PLTW entrepreneur showcase 2018
- Member of SJSU Vietnamese Student Association
- Member of SJSU Computer Electronics and Technology Club
- Adept with computer hardware components
- Experienced with Autodesk inventor / Solidworks
- Experienced with Coreldraw x64
- Experienced with CNC Mill
- Knowledgeable with 3D printer and autodesk Cura

