

ADRIAN ZHU CHOU

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SUMMARY

As a recent college graduate with a degree in Cognitive Science with a Specialization in Design and Interaction, I possess solid foundation in web development and design principles. Proficient in HTML, CSS, and JavaScript, I am eager to apply my fresh knowledge and creativity to contribute to dynamic web projects and bring a fresh perspective to your team.

SKILLS

- Native in Spanish, Fluent in English, Fluent in Mandarin, Python, Java, JavaScript, HTML, CSS
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EDUCATION

UNIVERSITY OF CALIFORNIA SAN DIEGO

Bachelor of Science, Cognitive Science with a Specialization in Design and Interaction

Expected June 2024

- GPA: 3.50
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EXPERIENCE

CLUB MED, UCSD

Student Lead

January/2023 – Present

- Led and mentored a team of student workers, providing comprehensive training to ensure a seamless dining experience for customers.
- Provided excellent customer service, welcoming guests, assisting with food choices, and addressing inquiries or concerns.
- Efficiently handled food preparation, cashier duties, dishwashing and cleaning during peak hours.
- Accurately processed payments and operated the cash register.
- Collaborated with colleagues to ensure smooth daily operations, including coordinating food orders.
- Actively maintained dining area cleanliness by clearing tables, cleaning dishes, and performing routine tasks.

ACCENTER

Secretary's Assistant

June/2018 - August/2018

- Efficiently organized and maintained digital and physical records, ensuring easy retrieval and reference.
- Acted as a communication link between the secretary and various employees, ensuring smooth information flow.
- Assisted in day-to-day office operations, such as preparing reports, drafting emails, and maintaining office supplies.

Cashier

June/2017 - August/2017

- Accurately processed customer payments, including cash, cards, and checks, while maintaining a balanced cash register.
- Provided courteous and efficient service to customers, handling inquiries and resolving payment-related issues.
- Assisted in inventory tracking and restocking items to ensure product availability.

LA FAVORITA

Cashier

June/2015 - August/2015

- Ensured orders and bills were correct, resolving any discrepancies promptly to maintain customer satisfaction.
- Handled bill splitting for large groups, guaranteeing each customer's order was correctly accounted for.
- Maintained precise cash handling procedures, reconciling cash register at the end of shifts without discrepancies.