

# Stephen Oun



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Seattle, WA

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## Skills

- Able to perform the physical tasks when needed
- Team player that is willing to take constructive criticism
- Resourceful
- Willing to compromise to meet goals

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## Experience

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### **Infiniti of Bellevue/ Service porter**

JUN 2021-Present, Bellevue

- Detail sale and service cars
- Perform duties that are unlisted
- Pick up vehicle or persons to and from destinations

### **Administrative Receptionist intern/ Receptionist**

MAY 2020-JUN 2021, Seattle

- Interact with culturally-diverse internal and external customers.
- Assist with controlling building access for visitors. Issue visitor pass and maintain visitor, staff, and student login.
- Assist with conference room reservations for meetings to
- Support fellow staff in order to maintain a good work environment

### **Macpherson Fruit and Produce / Floor worker**

APR 2021 - JUN 2021, Seattle

- Unload trucks and produce
- Restock and clean vegetables areas to healthy standards
- Cashiering
- Setting up store tables at the beginning and the end of store hours

### **Target / Seasonal Expert Merchandise**

JUN 2019 - SEP 2019, Renton

- Provide customer service to all guests as you complete workload with minimal guest disruption.
- Be an expert in select General Merch areas to ensure the sales floor is full, in stock, and accurately signed for guests.

- *Follow processes accurately with attention to detail, monitor own progress, and accurately prioritize tasks.*

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## **Education**

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### ***Renton Technical College / Short term certificate***

*APR 2018 - SEP 2018, Renton*

### ***Rainier Beach Highschool/ GED***

*SEP 2014 - JUN 2018, Seattle*

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## **References**

### ***Justin J (manager)***

*206 501 0906*

### ***Aaron B (Boss)***

*619 387 6491*

### ***Adam R (co-worker)***

*425 615 1022*