

## Cindy Trinh

3809 South Congress Ave. Apt 154  
Austin, TX 78704

972.876.9515  
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### FOCUS

Currently attending Austin Community College as an aspiring Exercise Science major and a potential Physical Therapy degree-seeker at Texas State University.

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### EXPERIENCE

**Social Media Coordinator/Sales Associate, Texas Running Company;** Austin, TX — *08.2014-Present*

- Assist customers with fitting and recommending run specialty product
- Organize and lead group social runs and core strength classes
- Schedule and facilitate events with local vendors
- Key holder responsible for opening and closing shifts
- Mastered POS and inventory system, RunIt
- Inventory management
- Create content for social media engagement

**Brand Ambassador, On-Running;** Austin, TX — *06.2015-06.2016*

- Influencer marketing
- Educate store associates with product knowledge
- Implement knowledge into sales
- Manage event scheduling and planning
- Maintain relationship in run specialty

**Clinical Assistant, RunLab Austin;** Austin, TX — *12.2014-07.2015*

- Implemented filing and organizational system compliant with HIPAA
- Facilitated patient rehabilitation training and modalities in both one-on-one and small group settings
- Assisted in employee scheduling
- Multitasked crucial administration work including scheduling and check-ins/outs
- Mastered medical billing codes of ICD-9 and ICD-10

**Co-Manager, Napoli's Italian Restaurant;** Plano, Tx — *12.2012-07.2013*

- Scheduled and disciplined 15 employees
  - Balanced registers
  - Maintained inventory
  - Performed general cleaning and maintenance duties of a restaurant
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### EDUCATION

**Austin Community College,** Austin, Tx — AA General Studies, 2016

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### SKILLS

*Computer Experience:* Java, C++, Python, Microsoft Office, Pixelmator

*Marketing Experience:* Influencer marketing, Hootsuite, Facebook Ads

*Other Skills and Competences:* Boulderling, rock climbing, running, swimming, goal oriented, future focused, event planning, leadership, creativity, time management, delegating, prioritizing

*Interests:* Film production, reading, philanthropy, geology, biomechanics/anatomy

### REFERENCES

Erin Peterson, Store Manager; Texas Running Company; *512.795.2022*

Kendall Soler, Sales Representative; Deckers Brand *210.232.8362*

Mike Robinson, Chief Educator; On-Running; *215.380.0204*