

Andrew Jun

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EXPERIENCE

Manager

Myungrang Hotdog

September 2023

Palmdale, CA

- Oversaw daily operations, ensuring smooth workflow, high-quality service, and overall customer satisfaction.
- Managed staff scheduling, training, and performance evaluations to enhance efficiency and teamwork.
- Supervised inventory management, financial planning, and strategic decision making to drive profitability and operational success.
- Implemented process improvements to optimize service delivery and streamline operational efficiency.

Personal Project

Crypto Algorithmic Trading Bot

May 2022

Santa Barbara, CA

- Designed and developed an automated cryptocurrency tracking app to provide real time buy and sell alerts to user's email using API keys.
- Led a team of developers and crypto analysts to build and refine a functional prototype.
- Managed project budgeting, timeline execution, and technical feasibility to ensure successful completion.
- Conducted market research and user testing to enhance functionality and user experience.
- Using Quant Connect made Algorithmic Trading System.

Store Manager

X Zone Clothing Store

October 2019

Lancaster, CA

- Assisted in overseeing daily retail operations, ensuring a seamless workflow and high customer engagement.
- Provided leadership and direction to staff, fostering a productive and customer focused environment.
- Managed sales floor activities, inventory control, and merchandising strategies to optimize store performance.
- Trained and mentored employees to improve sales techniques, customer service and operational efficiency.

CERTIFICATIONS/ACTIVITIES

Certified Associate in Project Management

February 2025

Project Management Institute

- Integration Management, Scope Management, Schedule Management, Cost Management, Quality Management, Resource Management, Communications Management, Risk Management, Procurement Management, Stakeholder Management

Project Management Essentials

December 2024

IBM

- Monitoring performance to meet milestones, Adjusting strategies while minimizing disruptions, Identifying issues and implementing contingency plans, Agile Principles, Sprint Planning, Sprint Review, Sprint Retrospective

Google Project Management

May 2024

Coursera

- Foundations of Project Management, Project Initiation, Project Planning, Project Execution, Agile Project Management, Capstone/Applying project management in the real world

EDUCATION

Bachelor of Art in Philosophy

Santa Barbara, CA

University of California Santa Barbara

- * **Relevant Coursework:** Logic and Critical Thinking, Ethics and Business Ethics, Decision Theory/Game Theory

SKILLS

Management Skills: Agile, Scrum, Lean, Kanban, Conflict Management

Management Softwares: Monday.com, Wrike, Zoho Projects, Notion, Oracle Primavera P6

Other: R, Microsoft Suite, Quant Connect

Activities: Tennis, Bouldering, Calisthenics