

Front End Associate Front End Associate Front End Associate - Costco Wholesale West Covina, CA

Work Experience Front End Associate Costco Wholesale - Azusa, CA December 2016 to Present

Communicate effectively with both management and members on a regular basis Proficient at running the gas station, operating and maneuvering the company distribution network and web application, and serving as a cashier Experience as lead with outside cart employees during operating hours and closing time Experience with sales department and stocking/loading

merchandise People & Culture Intern Hydrogen Group - London March 2019 to May 2019 England

Maintained all employee files and related record keeping of personnel data, workers compensation, contracts, I-9 records, and background screening results. Conducted and participated in employee meetings such as new employee orientation, phone meetings with employment lawyers, and annual benefit enrolment meetings Incorporated corporate yoga sessions into London employee benefits.

Partnered with the Human Resources Director to devise a benefits packet for expansion into the United States. California SHRM Case Competition Consultant Professionals in Human Resources Association September 2018 to November 2018 Presented a case involving employee conflict due to generation gaps in the workplace that went viral on social media Provided consulting and final suggestions that refocused recruiting efforts and boosted employee engagement. Developer

PolyRoads September 2018 to November 2018 Introduction to Entrepreneurship Co-developed a concept to develop more efficient roads including performing market analysis on revenue streams and profit margins. Conducted research, established customer & competitor profiles, and analysed

available market size Education Bachelor of Science in Business Administration in Management and Human Resources California State Polytechnic University - Pomona, CA May 2020 Links

<http://Linkedin.com/in/jamesnarvaez> Assessments Customer Focus & Orientation Proficient August

2019 Responding to customer situations with sensitivity. Full results:

https://share.indeedassessments.com/share_assignment/fxmat1-t6-r2z2mf Indeed Assessments

provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

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