

Wendi Xiao

7777 16th Ave
Burnaby BC V3N 1P8

204-881-3703
qq443907076@gmail.com

SUMMARY

- A motivated and personable student pursuing a BSC in Interact art and technology at Simon Fraser University.
- Three-year experience as a supervisor in Palatal Express enables me to develop a strong teamwork, problem-solving, and leadership skills.
- Fast learner with strong willingness to learn new knowledge and skills.
- Additional language: Cantonese, Mandarin

EXPERIENCE

Supervisor	Palatal Express Stir fry (St Marry Location) Winnipeg May 2015 – Feb 2019
-------------------	---

- Demonstrates strong leadership and communication skills through leading co-workers to provide the best customer services to clients.
- Obtains exceptional interpersonal and problem-solving skills by solving conflicts and complains for co-workers and customers.
- Delivers excellent services to customers in a fast-paced environment, which required high accuracy and attention.

Line cook/cashier	Palatal Express Stir fry (Regent location) Winnipeg Mar 2014 – May 2015
--------------------------	---

- Provides friendly and quality service to customers in a fast-paced environment.
- Responds appropriately to customers with concerns and complains.
- Works closely with management team to improve customer service.

2019 New Student Tax Return workshop (Volunteer)	University of Manitoba Winnipeg Mar 2019 – Mar 2019
---	---

- Helping organize tax return event for 2019 new student.
- Introduce upcoming events and direction for those who participating for the event.

SKILLS

- Analytical and creative thinking skills and Cross-functional collaboration skills
- Interpersonal and Teamwork skills
- Master in using HTML, CSS, JavaScript, Microsoft Office
- Professional use of Adobe Photoshop, illustrator, aftereffect.

EDUCATION

Interact art and technology, computer science	Simon Fraser University – Burnaby Sep 2019 - Present
Culinary Art and Design Certificate	Manitoba Institute of Trades and Technology – Winnipeg January 2015 - May 2016

REFERENCES

Available on request