

Audrey Claire Dayrit

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SUMMARY

Lead supervisor and barista with 4 years of experience in customer service working in a fast-paced environment. Considerate worker that strives for effective communication and efficient workflow.

EDUCATION

B.F.A., Digital Media Art, specializing in 2D Illustration/Animation

Aug 2019 - Dec 2022

San Jose State University, CA

SKILLS

Computer: Google Workspace (Docs, Sheets, Slides), Microsoft Word

Typing Speed: 106 WPM average

Digital Media: Adobe Premiere Pro, Adobe After Effects, Blender, Github, HTML, CSS

Digital Illustration: Procreate

WORK EXPERIENCE

Lead Supervisor, Barista, Tpumps, San Jose, CA

Feb 2019 - Present

- Part-time, 28 hours a week
- Delegate bar positions to 3-4 team members per shift
- Collaborate with other store supervisors for inventory, large pre-orders, and overall store management
- Send in daily cash reports and handle transactions as cashier
- Serve over 100 drinks to customers on a fast work pace basis daily

VOLUNTEER WORK

Office Assistant, St. Vincent de Paul Society, San Francisco, CA

Aug 2013 - May 2017

- Performed a variety of clerical and administrative duties under the Senior Accounts Payable Administrator
- Assisted with sorting and filing bills and documents, photocopying, and mailing company event invitations

Student Member, Sacred Heart Cathedral Chapter

Aug 2013 - May 2017

California Scholarship Federation, San Francisco, CA

- Committed over 5 hours of community service across the Bay Area
- Volunteered at the SF-Marin Food Bank and St. Francis Episcopal Church Food Bank
 - Distributed food directly to clients

ACTIVITIES

Club Member, Game Dev Club, SJSU

June 2022 - Dec 2022