

Chi Shing Lee

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PROFESSIONAL EXPERIENCE

Nyonya, Brooklyn, Ny — *Cashier*

2017

Responsible for solving customer complaints and providing information regarding products.

Used computerized system that involve distributing and accounting for funds

Malaysia Grill, New York, Ny — *Cashier*

2015 to 2017

Assisted management with monthly inventory control and weekly stock ordering.

Calculate total payments received during a time period, and reconcile this with total sale.

NY Integrative Medicine, Brooklyn, Ny — *Front desk*

2011 to 2012

Answering Phone Call.

Providing translation between Chinese and English.

Billing, Online Filing, and Payment

EDUCATION

Edward R Murrow High School, Brooklyn, NY — *H.S Diploma*

JUNE 2013

Advanced Diploma, GPA 3.9

Hunter College of CUNY, New York, NY — *Bachelor of Science: Computer Science*

Present - 2020

SKILLS

Advanced knowledge of
Microsoft Excel, Microsoft
Word
Proficiency in Python, C++,
C#

AWARDS

Dean's List Honor(GPA 3.5+)
Spring, 2016.

LANGUAGES

Fluent in Chinese (Mandarin
and Cantonese)

PROJECTS

DateVault — *Summer 2018*

Created a offline database from the knowledge of C# language. The program contains function of sorting, search and structure in C# language.