

Alexis Penn

Newark, NJ 07103

pennal@kean.edu

+1 XXX-XXX-XXX

Summary

Seeking opportunities to pursue a job as a software Engineer.

Work Experience

Sales Advisor

H&M - Elizabeth, NJ

April 2022 - Present

- Maintaining an in-depth knowledge of store's product to provide suitable information to the customer's need
- Unload and process store deliveries to maintain inventory levels
- Utilizing POS systems to process cash, credit card, and mobile transactions.
- Implementing merchandising techniques, such as product placements, to increase store sales.
- Serve an average of 80+ customers per day, ensuring a positive shopping experience for the customer

College Placement Assistant Internship

People's Preparatory Charter High School - Newark, NJ

January 2022 - June 2022

- Participated in meetings regarding improvements for the Office of College Placement
- Prepared and sent out emails to faculty members
- Created flyers and posters for events
- Executed given tasks in a timely manner

Retail Associate

Tommy Hilifger - Elizabeth, NJ

August 2020 - July 2021

- Resolved customer complaints and inquiries in a professional and efficient manner
- Organized and restocked merchandise on the sales floor
- Informed customers on promotions, policies, and placement of product

Education

B.S in Computer Science

Kean University - Union, NJ

September 2022 - Present

Coursework

-Data Structures

-Fundamentals of Computer Science

-Computer System

Skills

- **Technical Skills:** Intermediate in Java, Beginner in HTML/CSS, Beginner in Python
- **Soft Skill:** Communication, Flexibility, Time management, Problem solving, Collaboration