

102 Trellis Lane  
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# Lei Xiao

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## **EDUCATION**

### **University of North Carolina at Chapel Hill, Chapel Hill NC**

Expected Graduation: 2025

Intended Major: Information Science

### **Craven Community College, New Bern NC**

August 2019 - April 2021

Dual enrollment/ 3.8 GPA

## **SKILLS**

- Customer Service
- Fluent in Chinese
- Organization and prioritization
- Time management

## **EXPERIENCE**

### **Rainbow Garden, Vanceboro NC – Restaurant Cashier**

June 2015 - August 2021

- Proficient to work in a quick pace work environment
- Provide frequent customer service with minimal error
- Communicate clearly with co-worker and customer

### **AVID Club, Vanceboro NC**

August 2018 - June 2021

- Club mainly focus on college preparation and how to succeed in education environments
- Worked with like minded peers to complete projects
- Participated in many volunteer works, including setting up prom, homecoming, and other school-related events

### **Skills USA, Vanceboro NC**

Dec 2019 - April 2020

- Participated in the Related Technical Math section.
- Explored how to solve math problems with real-world implications

