

Nay Naing

2022 Maleady Dr. Herndon, VA 20170

Portfolio: https://nay244.github.io/portfolio_2020/

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Education

Bachelor of Science, Information Technology (INFOSEC)

George Mason University, Fairfax, Virginia

Enrolled

GPA 3.51

Related Coursework: Multimedia and Web Design, IT Problem Solving (Java), Discrete Structures

Associate of Science, Information Technology

Northern Virginia Community College

December 2017

GPA 3.29

Related Coursework: Advanced Database Management, Intro. Computer Applications and Concepts

Professional Attributes

HTML5

CSS3

JavaScript

Microsoft Office Suite

Visual Basic

QuickBooks

Adobe Photoshop

Product Management

Experience

SKN LLC (ASSISTANT)

[2019 – CURRENT]

- Ensured high levels of customer satisfaction through excellent sales service.
- Maintained outstanding store condition and visual merchandising standards.
- Created and managed sales order, purchase orders, invoices, and bills for store.
- Responsible for inventory management of store items.

CAVA (TEAM MEMBER)

[2018 – 2019]

- Educated customers about menu items and assembled orders as requested.
- Followed recipes and procedures to maintain food quality and consistency.
- Connected with guests to deliver personalized experience.

HARRIS TEETER (CUSTOMER SERVICE CLERK)

[2014 – 2018]

- Managed day-to-day operations of the store, including sales, purchasing, and deliveries.
- Supervised cashiers and baggers and maintained full awareness of the environment.
- Responsible for providing training for new employees, following training guidelines.
- Coordinated with store and regional managers to implement a system for customers to provide feedback to make the store a more welcoming environment.

Memberships

CyberOPS Cybersecurity, Northern Virginia Community College

2017

Future Business Leaders of America (FBLA), Herndon High School

2013-2015