

Siming Jia

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EDUCATION:

University of North Carolina at Greensboro
Bachelor of Science in Computer Science and Mathematics

Greensboro, NC
August 2022-May 2026

WORK EXPERIENCE:

Salsarita's

Team Member

Salisbury, NC
March 2023-Present

- Provided exceptional customer service by preparing and serving fresh menu items according to customer specifications.
- Operated the cash register, processed an average of 10 transactions per hour, and maintained accurate cash handling practices.
- Ensured cleanliness and organization of the dining and food preparation areas to meet health and safety standards.
- Collaborated with team members during busy shifts to streamline food preparation and reduce customer wait times.
- Restocked inventory and monitored supplies to maintain seamless operations.

Lowe's – Home Improvement

Customer Service Associate

Salisbury, NC
March 2022-August 2022

- Responded to customer inquiries over phone and in-person to provided solutions to mean customers' needs
- Resolved customer complaints and delivered solutions by suggest and location products (Average 18 Customer per shift)
- Processed about 8 cash and credit transactions per hour and provide discount damaged goods if need
- Collaborated with 5 team members by down stocking and zoning together

LEADERSHIP EXPERIENCE:

Math Club, UNCG

Treasurer

Greensboro, NC
August 2022–Present

- Managed Math club's finances and budget of 250 dollars to buy food.
- Coordinated events and meetings involve professors talking about an array of math topics
- Collaborated with club members to organize community service projects to help people learn math

COMMUNITY OUTREACH:

South Salisbury Firefighter

Volunteer

July 2019–May 2021

- Fight fire and responding to car accident and medical calls.
- Train every week and had to take Con-ed classes.

SKILLS & INTERESTS:

Computer – Microsoft Office (Word, PowerPoint, and Excel), Google suite, Linux

Language – Mandarin and Cantonese (Conversion)

Electrotonic- Build computers and server and make ethernet cables