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RUBEN'S WEB PRESENCE

[HOME](#)[PROJECTS](#)[RESUME](#)[ABOUT ME](#)[ACHIEVEMENTS](#)[CONTACT INFO](#)

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PROJECTS

[HOME](#)[PROJECTS](#)[RESUME](#)[ABOUT ME](#)[ACHIEVEMENTS](#)[CONTACT INFO](#)

PROJECT 1

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PROJECT 3

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RESUME

HOME

PROJECTS

RESUME

ABOUT ME

ACHIEVEMENTS

CONTACT INFO

Ruben Raj Gurung

Bag Bansk, Apt. 7, DeKalb, IL 60015 | rubengurung@gmail.com | <https://www.linkedin.com/in/rubengurung/>

OBJECTIVE

Motivated and versatile Operations Management & Information Systems Management graduate seeking an internship where I can apply my strong communication skills, generalist aptitude and excellent problem-solving skills to make a valuable contribution. Possess proven leadership that works well in team or independently and has built excellent relationships with clients, coworkers, and management. Eager to utilize my past time working experience and academic background to provide able support to your organization.

EDUCATION

Northern Illinois University, DeKalb, Illinois

Bachelor of Science in Operations Management & Information Systems (Expected Graduation Spring 2019)

Minor in Mathematics

EMPLOYMENT HISTORY

Shift Supervisor, Thrifty Discount Liquors, DeKalb, IL 60015 Aug 2016 - Present

- Manage store's floor stocking level, best product location and distribution volume on regular basis.
- Generate and share the sales, labor and cash register and deposit the daily sales transaction to the owner.
- Take new employee on the job training operation of business while generating sales.

Del Clerk, Inboden's Meat Market, DeKalb, IL May 2015 - May 2016

- Generally handle the meat products as requested by the customers and customers on the meat selection.
- Assist customers in a friendly and courteous manner, always providing excellent customer service.

Circulation Worker, Northern Star, Northern Illinois University Aug 2014 - May 2015

- Assist the school's circulation department and deliver newspapers.
- Assist properly in work to ensure timely delivery of the newspaper.

Cashier/Server, Chili's, DeKalb, IL May 2014 - Dec 2014

- Worked in fast-paced and customer-serving customer food service.
- Assist customers in the kitchen, all food and beverage orders and register as needed.

ACTIVITIES & SKILLS

- Vice President, Sigma Alpha Epsilon University, Carman Library (January 2015 - December 2015)
- Candidate Advisor, Sigma Alpha Epsilon University, Carman Library (August 2015 - December 2015)





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[HOME](#)[PROJECTS](#)[RESUME](#)[ABOUT ME](#)[ACHIEVEMENTS](#)[CONTACT INFO](#)

VectorStock

Account ID: 155231

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[HOME](#)[PROJECTS](#)[RESUME](#)[ABOUT ME](#)[ACHIEVEMENTS](#)[CONTACT INFO](#)

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CONTACT INFO

HOME

PROJECTS

RESUME

ABOUT ME

ACHIEVEMENTS

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