1029 Folkstone Ave, Hacienda Heights, CA 91745

(626) 242-6518

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| Career Objective | College student studying for Business Administration – Accounting. Attending Cal Poly Pomona Fall 2018 and looking to obtain Bachelors’ Degree by 2021. Two years of entry level accounting experience. Seeking to gain more experience, and as well as MBA and CPA. |
| Skills & Abilities | * Adaptive team player * Energetic work attitude * Excellent leadership, communication, and public relation * Excellent decision-making skills |
| Experience | Newegg Business (B2B) | aCCOUNT REPRESENTATIVE October 2018 – June 2019   * Conducted cold call to potential marketplace vendors. * Onboarded approximately 500 new marketplace vendors.  City of Rosemead, Rosemead 91770 | Finance internship April 2016 – July 2018   * Processing daily invoices into Tyler Technology system. * Assisted with business license renewal. * Managed city’s daily cash receipts. * Processed account payable and invoices up to $1 million.  City of rosemead, Rosemead 91770 | Lifeguard May 2015 – March 2016   * Worked as step-in assistant manager in absence of manager. * Face to face interaction with customers.  United states army veterinarian | Food inspection specialist December 2014 – currently enlisted   * Inspected government owned food products and saved government money up to $500,000.00. * Excellent attention to detail. * Daily inspection of food delivery to government facilities and ensure products meet required quality. |
| Education | Cal Poly Pomona, pomona, ca 91768 | bachelor’s degree in Business administration 4th year   * Completing upper division courses * Coursework in Accounting, Management, Computer Information Technology, Business Law, and Business related  Rosemead high school, rosemead ca 91770 | High school diploma Class of 2014   * Coursework in Business Administration and Organizational Development |
| Award | **Leadership Award**   * Leadership Award earned by demonstrating, setting examples, and identifying and resolving problems   **Most Dedicated Award**   * Dedication to the team and to improve individual performance. |
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