

STEVEN TRUONG

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EDUCATION

University of California, Los Angeles

2016 – Present

Mathematics, B.S.

› GPA: 3.94 / 4

WORK EXPERIENCE

Rendezvous

January 2017 – Present

Food Service Worker

- › Served food and drinks to customers efficiently and accurately
- › Trained new workers efficiently so that they are able to work immediately afterwards
- › Proficiency with point-of-service computer systems
- › Communicated clearly with coworkers and managers ahead of time when necessary

iCubeMart

July 2015 – September 2015

Site Development Intern

- › Reviewed all product images on the site for poor or inaccurate photos, and took high quality images to replace them
- › Wrote blog posts, accurate product descriptions, and other text as needed
- › Spotted content and technical issues on the website frontend
- › Helped create spreadsheets and counted stock required for iCubeMart to sell on Amazon
- › Provided high-quality customer service through e-mail and other media fronts such as Facebook
- › Used Photoshop to create banners and advertisements to promote sales and the store itself

SKILLS

- › Microsoft Word
- › Microsoft Excel
- › Photoshop
- › L^AT_EX 2_ε
- › C++