# DOMINICK BUI

Supervisor, Starlink Enterprise Customer Support

https://starlink-puce.vercel.app/

SPACEX STARLINK

# Who I am



A Customer Experience leader with a background in building support teams and systems from the ground up.

I helped launch the U.S. support team at Back Market during peak COVID, scaled a LATAM call center, and led programs that drove operational excellence and improved customer outcomes.

I'm scrappy, thrive under pressure, and love collaborating cross-functionally to build systems that make life easier for both customers and support teams.

# 30-60-day Plan

Build trust and rapport with the team while gaining a deep understanding of existing Enterprise Support operations. Align with key stakeholders to prioritize meaningful reporting cadence, foster team chemistry, and gradually plan for impactful process improvements

#### Week 1

- $\rightarrow$  Onboard with HR & IT, gain system access
- → Intro meetings with leadership & team to build rapport
- → Review Org structure and Enterprise Support Ops
- → Deep-dive into ticketing, Knowledge Base, dashboards, SLAs, QA process

#### Week 2

- → Continue 1:1s and meet cross-functional collaborators
- → Shadow agents on common and complex tickets
- → Continue review of Knowledge Base, dashboards, QA process, ISO 9001 & regulatory docs
- → Begin resolving low-complexity tickets

#### Week 3

- → Start weekly syncs with leadership & direct reports
- $\rightarrow$  Analyze ticket flow, volume, and handoffs
- → Identify top performers & coaching opportunities
- → Review hand-offs, staffing, and Support coverage for holidays
- → Continue resolving tickets

## Week 4

- → Continue 1:1s and establish reporting cadence with Enterprise Support team
- → Begin team performance reviews
- → Identify areas for improvement of onboarding docs for clarity & accuracy
- → Investigate edge-case tickets
- → Optimize staffing
- → Continue resolving tickets

#### Week 5

- → Begin structured performance coaching based on ticket data, CSAT, and peer feedback
- → Use dashboards to spot bottlenecks or inconsistencies in processes
- $\rightarrow$  Draft plan for streamlining high-friction workflows
- $\rightarrow$  Align with leadership on Q3 Roadmap

#### Week 6

- $\rightarrow$  Pilot small changes to workflows or QA process
- → Continue coaching with low performers and highlight quick wins in team standups
- → Host sessions with team to gather feedback on onboarding, tooling, and process friction

#### Week 7

- $\rightarrow$  Begin shift audit-identify potential coverage gaps, idle time, or overcapacity
- → Present summary findings and early wins to leadership
- → Align with leadership + stakeholders on proposed improvements
- → Revisit SLAs, internal playbooks, and shift coverage plans propose draft updates based on observations and team input

#### Week 8

- → Define a repeatable cadence for team reviews, stakeholder updates, and retros
- ightarrow 1:1s with team to gather feedback on my leadership and impact so far
- → Identify longer-term tooling or workflow gaps that require engineering or vendor input
- → Prepare insights for performance calibration or promotion recommendations if applicable

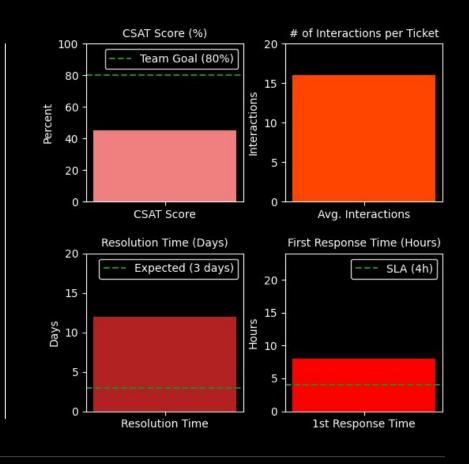


A legacy PayPal integration blocked refunds after 180 days—leaving customers waiting days, sometimes weeks, for their money back.

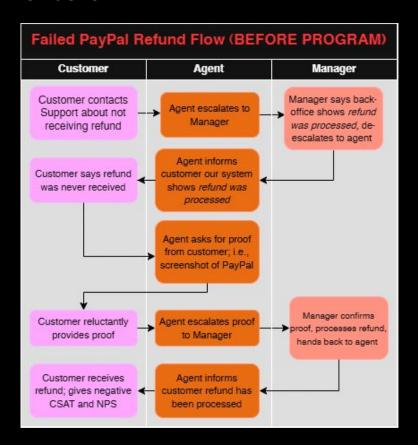
This support failure led to:

- Delayed resolutions (~7–14 days)
- Excessive agent touchpoints (~15+)
- Errors and inefficient escalations
- High customer frustration and churn risk
- Erosion of customer trust in support
- Reputational damage and revenue loss

The result: operational inefficiencies, diminished agent confidence, and lingering technical debt.



### The Tasks



# What needed to change

- Refund customers within 1 business day (instead of 7–16 days)
- Reduce resolution time from 1–2 weeks to < 2 hours
- Reduce # of interactions from 10-16 to < 4</li>
- Eliminate manual errors and reduce unnecessary escalations
- Design a streamlined workflow
- Align with Finance to recover the refunds from vendors

# **Challenges**

(1) Agent Enablement, (2) Process Friction, (3)
Customer Trust, (4) Cross-functional ambiguity,
(5) Lack of Engineering resources, (6) Scalability,
and (7) Delayed HyperWallet Rollout

#### The Actions

### **Discovery and Root Cause Analysis**

 Analyzed tickets and system logs to confirm refund failures rooted in PayPal API limitation

### **Design and Build**

 Built a streamlined process for agents to that validate payment failures and to submit refunds via a form

### **Agent Enablement & Training**

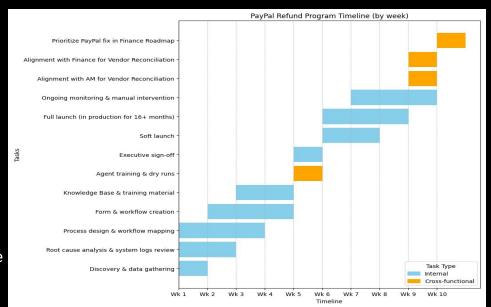
- Built SOPs, troubleshooting guides, and a training deck
- Led live sessions to ensure clarity and adoption across the team

#### **Launch and Alignment**

- Soft launch with pilot group, executive sign-off, and then company-wide full launch
- Alignment with Finance and Account Management

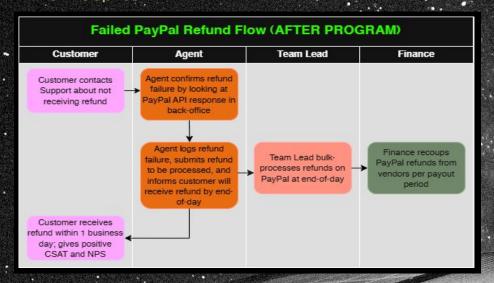
### **Ongoing Monitoring**

 Continued alignment with Finance to ensure monthly vendor reconciliation and adoption of HyperWallet





# The Results



- Customer Satisfaction jumped from ~50% to over 85%
- Resolution time improved from 12 days to under 2 hours
- Touchpoints per ticket fell by over 95%, simplifying agent workflows
- First response time improved became over 70% faster
- Error rate reduced from 5% to < 1%
- Recovered over \$250,000 from vendors
- Influenced Finance roadmap to implement enterprise-wide change to payment infrastructure (PayPal HyperWallet)



