

## Winnie Trinh

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### RELEVANT SKILLS

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|--------|---------------|------------------------|
| • Java | • JavaScript  | • Communication Skills |
| • HTML | • AutoCAD     | • Public Speaking      |
| • CSS  | • Mathematics | • Indeed/Handshake     |

### INTERNSHIP EXPERIENCE

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**Salute for Style**, New Haven, CT September 2021 - May 2022

*Remote Operations Intern*

*Salute for Style is a non-profit organization dedicated to providing free wardrobe for women veterans, active duty military, and military spouses.*

- Executed weekly job interviews
- Co-headed applicant outreach on Indeed and Handshake and assembled 20+ Indeed listings
- Co-produced a user-friendly Pinterest clothing catalog by creating size guides and organizing 300+ pins

### WORK EXPERIENCE

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**Tomomi AYCE Restaurant**, Alhambra, CA

June 2023 - September 2023

*Hostess*

- Dedicated 20–30 hr/wk to greeting incoming/departing customers with attentive, professional, and warm customer service
- Determined seating arrangements for customers effectively for walk-ins and reservations
- Resolved customer complaints and requests as well as assisted co-workers in tasks (ex. cashing out customers, taking orders, inputting orders, bussing and setting tables)
- **Reason for leaving:** temporary summer job in hometown before college started

### EDUCATION

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**Mark Keppel High School**, Monterey Park, CA

August 2019 – May 2023

- Cumulative Weighted GPA: 4.13

### OTHER EXPERIENCE

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**626SpeakOut**, Monterey Park, CA

August 2020 – July 2023

*Founding Team Member, Co-secretary, Treasurer*

*626SpeakOut is an upcoming non-profit organization that started during the pandemic to focus on social justice issues in the 626 area to promote awareness and educate others. Since August 2020, the organization has utilized Instagram (@626speakout) to create a rapid-growing community of over 1,000 followers and has been featured in several newspapers such as The Wall Street Journal, The Washington Post, and Los Angeles Times.*

- Documented bi-weekly board member meetings
- Briefed team on necessary steps to transition the organization into a non-profit organization
- Corresponded with organizations, social media accounts, and celebrities to promote publicity and exposure during the organization's initial launch

**Girls Who Code**, Virtual

July 2022 - July 2022

*Summer Immersion Program Member*

*Girls Who Code is a non-profit organization that aims to help women who are interested in STEM-related fields. They offer a 2-week virtual program in which participants are taught several coding languages.*

- learned basic HTML, CSS, and JavaScript
- Utilized new skills to create several projects such as interactive websites and quizzes

**Bruggemeyer Library**, Monterey Park, CA

June 2019 – December 2019

*Volunteer*

- Dedicated a minimum of 8 hours a month to stocking and reorganizing bookshelves and regulating weekly events such as Movie Night, Game Day, and more
- Facilitated event booths at local festivals like Monterey Park's Halloween "Monster Mash"

### AWARDS

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**Carson Scholarship**

April 2022

- \$1,000 scholarship awarded to high school seniors based on volunteer work

**Mark Keppel Future Business Leaders of America (FBLA) Chapter**

October 2020 - May 2023

*Public Speaking Competitor*

- Placed 1st Place in FBLA Introduction to Business Presentations at FBLA California State Leadership Conference
- FBLA Achievement Awards (BAA)
- Earned 3rd Place in FBLA Public Service Announcement at FBLA Gold Coast State Leadership Conference

**Mark Keppel SkillsUSA Chapter**

January 2021 – April 2021

*Drafting Competitor*

- Awarded 2nd Place in SkillsUSA Introduction to Drafting local competition
- Received 3rd Place in SkillsUSA Introduction to Drafting at SkillsUSA State Conference