

# John Doe

random@gmail.com | (123) 456-7890

## SUMMARY OF QUALIFICATIONS

- Speak, read, and write fluently and professionally to staff and customers in Mandarin and Cantonese
- Capable of working independently and collaboratively to support customer service and projects
- Demonstrates leadership skills in all tasks that is being assigned

## EDUCATION

**Bachelor of Science in Public Health**

**June 2021 - Present**

University of California, San Diego

## WORK EXPERIENCE

**Warehouse Worker**

*Shumi Store*

**June 2022 - August 2022**

- Stocked up products to sell on the official Shumi Store website
- Organized shelves to pack items efficiently
- Packed pallets and mail to be shipped out to customers
- Scanned out items into inventory

**Teacher**

*Chinese Confucius Temple of Los Angeles, Los Angeles*

**August 2021 - September 2021**

- Allowed students to engage with others in the Chinese language
- Integrated Chinese cultures within the classroom setting
- Graded and evaluated student assignments, papers, coursework and their work ethics

**Intern**

*Chinatown Service Center, Los Angeles*

**June 2017 - June 2021**

- Collaborated with students to complete homework assignments, identify lagging skills and correct weaknesses
- Supported alongside students towards learning and studying to build self-confidence
- Provided homework assistance using specific curriculum and materials

## Honors & Awards

- High Honor Roll
- California Scholarship Federation Seal Bearer
- Top 3 Chinese Translating contest award winner