

Lee Amando Nicdao

515 D Street
Colma, CA 94014
(650) 922-0301
nicdaolee24@gmail.com
[LinkedIn](#)

SKILLS

- Customer Service
- Creative problem-solving to develop beneficial solutions
- Attention to detail
- Leadership
- Collaborative within teamwork and assessing team building
- Business Statistics and Analysis

EDUCATION

San Jose State University

*B.S. Business Administration,
Management Information
Systems Concentration*

August 2022 - Expected
Graduation Date May 2026

EXPERIENCE

Starbucks - Barista, Trainer

Daly City, CA | November 2023 - February 2025

- Deliver exceptional hospitality and customer service to welcome guests and assist in ordering, questions, and concerns through in-cafe, mobile, and drive-through orders
- Complete food and beverage orders in an efficient and timely manner while prioritizing consistency of the quality of cafe products and maintain knowledge in menu offerings
- Maintain cleanliness and organization by performing daily tasks, stocking supplies/inventory, and completing opening and closing procedures daily

SFSU Camp Gator - Lifeguard

San Francisco, CA | June 2022 - July 2022

- Monitored safety for kids ranging from 6 to 13 years old during the SF Summer Camp held at San Francisco State University
- Guard the pool by performing patron surveillance, enforcing safety rules, and providing appropriate supervision
- Assist and collaborate with recreation leaders in overseeing the daily summer activities while pool is not open for use
- Responsible for ensuring a safe and fun environment in and around the pool area

Pacific Sunwear - Sales Associate

Daly City | July 2021 - July 2022

- Assist customers with locating products, navigating store areas, and concerns regarding store policies
- Provide outstanding customer service by engaging with customers and welcoming guests into the store
- Accurately and efficiently process all POS transactions including cash handling, returns, exchanges, etc.
- Ensure store standards by maintaining organization, prioritizing communication within team members, and communication brand aesthetic and philosophy to customers