

Michael Du

www.linkedin.com/in/michael-du0413 Auburn, AL (470) 272-9451 michaeldu0417@gmail.com

EDUCATION

Auburn University, Harbert College of Business
Bachelor of Science in Business Administration

Auburn, AL
expected May 2025

- Major: Management
- Minor: Entrepreneurship and Family Business
- GPA: 3.38

EXPERIENCE

Mathnasium

Math Instructor

Auburn, AL
June 2023 — November 2023

- Taught students math skills they didn't understand before leading to more improvised thinking
- Took phone calls to help manager and improved communication through the phone
- Talked to parents and increased social skills with adults
- Worked online with students and increased understanding of the web
- Kept students moods good and improved social skills

Jim N Nicks'

Drive Thru Cashier

Auburn, AL
May 2022 — May 2023

- Refined customer service skills leading to satisfied customers and improvements to communication skills
- Guided customers through their orders as quickly and efficiently as possible so that other customers wouldn't get irritable
- Attended to lots of night shifts and learned to close a store down
- Exited comfort zone by switching different positions leading to more adaptability
- Interacted with 12 or more coworkers a day to operate the store and carry out job

Back Line Expo

May 2022 — May 2023

- Improved fellow employees' tempers to satiate the state of the store and continue good relations with coworkers
- Assisted fellow coworkers when needed and trained some employees when a manager was unavailable at the time thus improving training skills
- Encountered up to 11 hours a day of work in order to improve endurance
- Coordinated through an increasing chaotic environment to keep the restaurant in a good state

SKILLS

Technology

Excel 2019 Associates Certification: Completed in February 2024

Excel 2019 Expert Certification: Completed in April 2024