

ALEX LEE

Detail-oriented and reliable worker with strong problem-solving skills and the ability to learn quickly in fast-paced environments. Experienced in managing responsibilities with accuracy and working effectively as part of a team. Eager to apply myself and contribute to a positive workplace.

LANGUAGES & SKILLS

English (native speaker) Programming
Spanish (conversational) Punctual

INTERESTS

Mountain Biking Science Fiction
Gaming Photography

EDUCATION

NYU Tandon School of Engineering, Brooklyn, NY 2025–present
Majoring in Integrated Design & Media

De Anza College, Cupertino, CA 2023–2025
Majored in Computer Science
Treasurer of the Zero Waste Club
Organized thrift flip event, annual hackathon

Saratoga High School 2019–2023
Saratoga, CA
FRC Robotics Team for 4 years
National Merit Scholar

WORK EXPERIENCE

HR & IT Intern January 2024 – June 2024
Yosemite Conservancy, San Francisco, CA

- Assisted with recruitment processes, including resume screening and scheduling interviews.
- Assisted with implementation and testing of Applicant Tracking System
- Digitized physical personnel files by scanning and converging them into digital format
- Provided administrative support to IT department

E-Commerce Product Intern May 2023 – August 2023
Fresh Logic, San Francisco, CA

- Created and maintained product listings on the e-commerce platform.
- Conducted market research and competitor analysis to identify trends and opportunities.
- Assisted in the development and execution of promotional campaigns and product launches.

REFERENCES

Jeff Wheeler
Director of HR, Yosemite Conservancy
415-710-7700
jwheeler@yosemite.org

David Sombatpanit
CEO, Fresh Logic
415-608-2394
David@freshlogicstore.com