

# Thomas Xuan

Sharp-eyed, motivated, and reliable retail sales associate with 5 years of experience ensuring seamless customer transactions and thriving sales, managing inventory, inventory receiving, and data analysis.

3938 Dolan Way  
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## EXPERIENCE

### **Franciscan Health Orthopedic Hospital, Carmel, IN — Inventory Coordinator**

March 2023 - PRESENT

Location: 10777 Illinois St, Carmel, IN 46032

### **GetGo Café +Market, Carmel, IN—Retail Associate/Cashier**

November 2019 - January 2023

Location: 11545 Illinois St, Carmel, IN 46032

## EDUCATION

### **Ivy Tech Community College, Indianapolis, IN — Associates Degree in Informatics**

Transferring to IU Indianapolis for Informatics

### **Carmel High School, Carmel, IN — Graduated 05/2017**

MO 20XX - MONTH 20XX

Core 4.0 with Academic/Technical Honors

## SKILLS

Customer Service  
Computer Software and  
Hardware Literacy  
Communication Skills  
Inventory Management  
Data Analysis  
Maintaining Company  
Relations

## LANGUAGES

English, Chinese