

Cho Cho Ei

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I am a motivated and honest individual who works well in a team environment. I prioritize continuous improvement and strive to acquire skills relevant to my field. I take ownership of my responsibilities and deliverables. I am adaptive to the demands of everyday life and enjoy interacting with others. I am currently pursuing an IT help desk certification to become a skilled IT support professional.

Professional Experience

Patient Care Technician, Mercy One Des Moines Medical Center

August 2021 - Present (Des Moines, U.S.A)

- Assisted patients with daily activities
- Maintained accurate documentation and reporting
- Continuously updated skills

Fulfillment Associate, Amazon

December 2020 - August 2021

- Scanned and sorted items
- Worked with robots

Cashier, Walmart

August 2020 - December 2020

- Provided excellent customer service
- Demonstrated effective sales skills
- Arranged items

Machine Operator, Windsor Windows & Doors

March 2018 - August 2020

- Operated computer-based machines and systems
- Produced high-quality products

Sushi Chef, AFC Sushi

June 2017 - February 2018 (Virginia Beach, U.S.A)

- Prepared various types of sushi
- Used fresh ingredients

Marketing Executive, AT&S Education Services

December 2015 - May 2017 (Yangon, Myanmar)

- Analyzed student documentation requirements
- Conducted marketing activities
- Organized education seminars

Accounting Assistance, PC3 Technology Sdn. Bhd.

December 2011 - May 2015 (Kuala Lumpur, Malaysia)

- Collected payments from vendors
- Managed daily, weekly, and monthly cash flow
- Prepared daily banking reports
- Utilized ERP system

Cashier, PC3 Technology Sdn. Bhd.

May 2008 - December 2011 (Kuala Lumpur, Malaysia)

- Created invoices for customer purchases
- Collected payments through various methods
- Utilized POS and Envision systems
- Demonstrated knowledge of computer accessories, hardware, and software

Education

IT/Helpdesk Fundamentals, Des Moines Area Community College, Plan to Graduate in May 2023

Patient Care Technician Certificate, Mercy One Des Moines Medical Center, *October Cohort - 2021*

BSc, Physics, Dagon University in Myanmar, *September 2001 - January 2004*

Award

"Make a Difference" recognition at Windsor Windows & Doors