

# We want YOU to join our team!! <3

## **Job Openings:**

1. **Bookkeeper** (In Charge of Data Analysis)
2. **Financial Analyst**
3. **Audit**
4. **Crew Members in Store**

## **Requirements:**

- Fluent in Chinese and English
- Bookkeeper and Financial Analyst positions require at least 2 years of experience
- Experience with company growth and statistics is necessary for bookkeepers and financial analysts
- Passionate and Motivated

## **Crew Member (Bobarista) in Store:**

- A strong spirit of teamwork and service awareness
- Good communication skills and quick learning abilities
- Prior experience in the food and beverage or retail industry is preferred
- Locations: Rowland Heights, Chino Hills, KTown

## **Financial Data Analyst (Accounting)**

- Proficient in the usage of data analysis tools and software
- Minimum of 2 years of experience in data analysis or report writing
- High sensitivity to numbers, clear logical thinking, and ability to uncover the stories behind data
- Preference is given to candidates with experience in the food and beverage or retail industry

## **Human Resources Officer**

- Human resources management / Communication / Business major is preferred
- Minimum of 1 year of experience in human resources management; preference given to those with experience in the food and beverage or retail industry
- Familiar with labor laws and regulations
- Good communication, coordination, and problem-solving skills
- Experience in interpersonal relationship management and teamwork

## **Application Process:**

- Interested candidates are encouraged to send their resumes to [hr@3catea.com](mailto:hr@3catea.com).
- Connect with the company on LinkedIn (3CAT Handcrafted Beverage).
- In-store crew job openings can also be inquired about by visiting the store locations.

## **Employee Benefits**

- Salary to be discussed during the interview
- Opportunities for career development

Love,  
3CATEA TEAM