

Dan Kelley  
517 s. Grant st  
Casper, WY 82601

Objective: Gain stable employment in the customer service field.

Radio Shack 07/2011-03/2015

Team leader

- Created schedules for the employees
- Opened and closed the store
- Provide excellent service to our customers

AT&T 01/2009-07/2011

Wireless sales consultant

- Processed customers orders.
- Found the best deals in phones
- Practicing good housekeeping

Oriental Trading Co 10/2004-01/2009

Customer Service Rep

- Taking phone calls from valued customers
- Data entry skills and computer skills used to process orders
- Upselling skills used as well.

Education

- Northwest High School class of 2002. 3.21 GPA
- Kaplan University 2002-2004. Took classes for computer information science. Did not complete.

References

- Samantha Holly (303)803-5740
- Markeis Townsell (402)812-5964
- Paul Reed (402)706-8779