

# Cassie Williams

Belle Plaine, MN

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## WORK EXPERIENCE

### **Line Lead**

Imagine Print Solutions - Shakopee, MN - November 2013 to Present

#### Responsibilities

Print an Inquiry, KIF, and E-Ticket from the PSI system for the job I'm running that day. Perform a line check (making sure all the product codes match and all the product is on the line). Then I take the temps I am given and place them in different areas on the line. I then start the belt and walk a "kit" down, stopping at every section to make sure everyone knows which pieces and the quantity that are being used for that version.

#### Accomplishments

Showing that I can handle multi-tasking, always willing to help anyone that asks, get along with coworkers, always coming up with ideas to better the company or the specific job in running.

#### Skills Used

Using the PSI software system, problem solving skills, Great communication skills.

### **Sandwich Artist**

Subway - Belle Plaine, MN - August 2012 to November 2013

#### Responsibilities

Take customer's orders, make their sandwich/salad, ring orders on the register, prep food, unload truck and put product away.

#### Accomplishments

Worked fast and efficiently, Great communication skills (enjoyed talking with regular customers and new ones).

#### Skills Used

Running a cash register, communication skills, submitting ideas to better the company or job

### **CSR/Food Stewart**

Super America - Shakopee, MN - April 2011 to August 2012

#### Responsibilities

Made sure coffee and sandwiches were made and fresh. Performed A lottery count, check/verify safe quantities, Run daily report. Help customers, prepare food, run cash register, stock products.

#### Accomplishments

Learning how to run/perform daily reports.

#### Skills Used

Great Communication skills, customer service skills, multi-tasking.

## EDUCATION

### **Law Enforcement**

Alexandra Technical College - Alexandria, MN  
2003 to 2004

## SKILLS

Customer Service