

# Angelia Wilks

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(763)607-5583

Authorized to work in the US for any employer

## Work Experience

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### **PCA Personal Care Assistant**

CustomCARE - Edina, MN  
July 2016 to Present

assisting the clients light cooking, cleaning, running errands etc.  
assisting clients with personal hygiene tasks.  
engage clients in tasks reading, writing and playing games.

### **Security Officer**

Delta Airlines (Security) - Minneapolis, MN  
May 2016 to Present

provide excellent customer service.  
provides consistent access control through verification of guest and employee credentials.

### **Cashier**

Burlington Coat Factory - Saint Louis Park, MN  
April 2015 to July 2015

- Assisting customers with items purchased.
- Organized inventory and supplies
- Insured that cueing area was well stock.
- Sorted the merchandise area and organized racks.

### **Material Handler**

Fed Ex Corporation - Memphis, TN  
November 2011 to April 2012

- Throwing 27 packages a minute.
- Clearing the cans in a timely manner.
- Making sure the packages get put on the right conveyer belt.
- Sort through packages and place them on appropriate belt.

### **Pilot Travel Center (Cashier)**

Stanton, TN  
March 2011 to June 2011

- Money management specialist
- Held accountable for baking bread and desserts.
- Cleaned dining and kitchen area
- Provide customers with good customer service with food delivery.

## Education

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### **High School Diploma**

Ridgeway High School - Memphis, TN  
November 2015

### **Certification**

SUMMIT ACADEMY OIC - Minneapolis, MN