

# Brittany Ducre

## **Asst. Manager**

Denver, CO 80239

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7205869055

To pursue advantages in new work environments,

Willing to relocate: Anywhere

Authorized to work in the US for any employer

## Work Experience

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### **Truck Driver**

Advantage Logistics - Denver, CO

January 2016 to January 2017

Walmart home deliver. Dropping orders off at customers locations.

### **Package Handler, production**

Natural Food Works, LLC

July 2015 to January 2016

### **Ramp Agent/Baggage Handler**

Simplicity - Denver, CO

September 2014 to July 2015

Responsibilities

baggage handler

### **Customers Service Representative**

24-7 Intouch Contact Center - Aurora, CO

August 2014 to June 2015

Responsibilities

Inbound calling technical support

### **Store leed**

Valero corner store - Denver, CO

June 2013 to August 2014

Responsibilities

shift leed, cashier, stocking, custmore service.

### **Scanner/packer**

Magellan warehouse - Denver, CO

May 2012 to May 2013

Responsibilities

Scanning product, packaging product, labeling.

### **Asst. Manager**

Paradise Bakery & Café  
August 2008 to March 2012

Money handling

- ✓ Opening and Closing shifts
- ✓ Balancing Cash Drawers

### **Crew trainer/ Lead**

McDonalds - Denver, CO  
July 2007 to August 2008

Food Customer Service Skills

- ✓ Team leader
- ✓ Cross worker

### **Receptionist**

Salvation Army  
June 2007 to August 2007

Data entry

- ✓ Faxing, labeling
- ✓ Customer service

## Education

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### **Diploma**

Amandla Charter School - Denver, CO  
2005 to 2009

## Skills

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Customer Service, Call Center, CSR

## Certifications/Licenses

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### **Hazmat endorsement**

## Additional Information

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Key Skills

1. Effective administration skills
- 2 Team player
- 3 Exemplary customer satisfaction skills
- 4 Independent learner and self-motivated
- 5 Working knowledge of computers and various software's
- 6 Budget planning and management
- 7 Professional telephone etiquette

Energetic and capable worker with exceptional work ethics and a talent for efficiency and multi-tasking. Successful history of working independently, being cross-trained in multiple areas, strong leadership skills, and providing excellent customer service.