

Champagne Sena

Greeley, CO

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7204195514

Authorized to work in the US for any employer

Work Experience

Production Worker

Core staff- Kodak - Windsor, CO

April 2015 to Present

Responsibilities

Package products. Label products. Run the slitter machine. Use hand truck for finished pallets and master rolls.

Skills Used

Work fast, team work.

Customer service rep

Xerox - Greeley, CO

January 2015 to Present

Responsibilities

Inbound call center for CVS. Help customers with there reward points. Reissueing extra bucks to them. Ordering replacement cards.

Skills Used

Computer, customer service, empathy, restate.

Sales/Customer Service

Consumer education outreach - Windsor, CO

December 2014 to February 2015

Responsibilities

Outbound call center. We try and get new customers approve for different campians.

Skills Used

Customer service, some computer

Customer service rep

Startek - Greeley, CO

September 2014 to November 2014

Responsibilities

Inbound call center for comcast.

Help trouble shoot intenet and cable connection.

Skills Used

Customer service

Customer service rep

Teletech - Greeley, CO
June 2012 to October 2014

Responsibilities

Inbound call center.

Help Usaa members with thier bank accounts. Did funds transfers, check account balances, delt with debit card issues, etc.

Accomplishments

Helped our military members and thier families.

Skills Used

customer service, patients

Secertary/Delivery person

CLARKS HONEY FARM - Evans, CO
June 2011 to May 2012

Responsibilities

ANSWER PHONES, TAKE ORDERS, FILING, PREPARE ORDERS FOR DRIVER FOR THE NEXT DAY, MAKE INVOICES, OCCASIONALLY DO DELIVERIES WHEN DRIVER OUT SICK, HELP IN THE BOTTLEING ROOM, MAINTIANCE AROUND THE BUILDING, LABEL BEARS, JARS,BOTTLES,ETC.

Skills Used

WORK IN A FAST PACE ENVIORMENT, CUSTOMER SERVICE SKILLS

Care taker

Angus family - Longmont, CO
June 2010 to February 2011

Responsibilities

Helped take care of the mother of the family, she had ALS. I cooked, cleaned, gave her daily meds to her, bathed her, helped move her around for the restroom and to prevent sores, kepted her company, made sure nurses came on a daily bases.

Hostess

Albertos Mexican Restuarant - Greeley, CO
May 2004 to May 2010

Responsibilities

Answer phones, take togo orders, seat customers, clean after shift, help waitresses/bussers/bar tenders on down time ring up orders, take orders in person.

Skills Used

customer service, team work,work at a fast pace

Education

General Education

Aims Community College - Greeley, CO

2007 to 2008

High School diploma in GENERAL ED

NORTHRIDGE HIGH SCHOOL - Greeley, CO

2004 to 2007

Skills

CUSTOMER SERVICE, COMPUTER, CLEANING/HOUSE KEEPING SKILLS