

Danise Ekberg

Customer Service Associate

Wellington, CO 80549

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9702945321

Competent Machine Attendant successful at working with [production] equipment, completing side work and performing preventative maintenance. Responsible and hardworking professional with [10+]-year history in [production and manufacturing] pursuing long-term position.

Authorized to work in the US for any employer

Work Experience

Customer Service Associate

Conoco loveland colo

August 2017 to August 2018

Prevented store losses using awareness, attention to detail and integrity.
Successfully interacted with customers and retail buyers to expedite orders.
Communicated store policy violations to the leadership team in a timely manner.
Assisted customers with store and product complaints.
Opened and closed the store, which included counting cash drawers and making bank deposits.
Performed store opening duties, including counting cash drawers and checking all equipment for proper functioning.
Responsible for ringing up customers in a timely manner and guaranteeing high level of customer service.

Baldwin Filters - Kearney, NE

January 2013 to January 2014

Responsible for setting minimum standards and providing technical guidance and support for design, installation, operation and maintenance of mechanical systems used in the process.
Organized, scheduled and assigned production work.
Maintained clean and organized work areas.
Used established assembly instructions to complete jobs in an efficient and accurate manner.

CNC Machine Operator

May 1998 to January 2001

Ensured that machines were properly loaded and unloaded, preventing expensive equipment issues.
Changed out tools, fixtures and offsets.
Completed work on time and moved it to the proper staging area for disposition.
Operated manually controlled equipment, including lathes, mills and grinders.

Education

High school or equivalent

Skills

Time management, Inventory, Inventory control, Quality assurance, Customer Service, Call Center, CSR, Customer Care, Customer Support

Additional Information

Skills

I am Strategic thinker

Quick learner Carefully inspected each product for any defects

Time management skills through quality assurance procedures.

Computer proficient Assisted with managing inventory control and recorded results into the data system.

Carefully packaged all finished products and prepared them for delivery.