

Elizabeth Karr

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Location: Woodbury, Minnesota

Work Experience

Administrative Assistant

Bauer Built

Nov 2011 - Jul 2013

I was in charge of processing Delivery Receipts, transferring phone calls, and providing exceptional customer service. I was also in charge of completing payroll, balancing the register, and making the bank deposits.

Assistant Store Manager

MGM

Jul 2016 - Present

I am in charge of the entire store, my tasks include placing orders for products, process payroll, bookkeeping, and of course providing great customer service.

Clerk

Pilot Flying J

Feb 2015 - Dec 2015

I did almost any job in the store including cashiering, deli prep work, and even spent some time making Cinnabons.

Education

Osceola High

1997 - 2002

NDSU

Natural Resources

2002 - 2006