

Ester Cruz

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Authorized to work in the US for any employer

Work Experience

Joint Roller

Med Pharm - Denver, CO
October 2019 to December 2022

Arrive in the morning start with getting my area ready and start rolling.

Cashier/Customer Service

SOUTHERN FOOD SERVICE - Aurora, CO
July 2017 to April 2019

Stock drinks, switch breakfast bar to salad bar, wipe clean fountain area, Brew fresh coffee, stock silverware and napkins, stock chips, sweep and mop, take trash out, Help with register handling cash, credit card.

Shift Leader

Stripes Convenience Stores - Odessa, TX
August 2007 to May 2017

Handled the register as well help with my customers needs helped make coffee clean fountain area sweep and mop and clean restrooms

Receptionist/Secretary

Pediatrician Clinic - Odessa, TX
June 2001 to February 2005

Handled a High volume of calls and rescheduled help with taking payments or insurance help with filing used software and perform customer service

Education

High School Diploma

Odessa High School

Skills

- Customer Service (9 years)
- Software (4 years)
- Bilingual

- Filing
- Receptionist
- Scheduling
- Sales
- Microsoft Excel
- Training
- Microsoft Office
- Crew Member
- Food Service
- Host/Hostess
- POS
- Food Preparation
- Microsoft Word (4 years)
- Cashiering
- Cash Handling
- Shift Management
- Commercial Cleaning
- Retail Sales
- Merchandising

Certifications and Licenses

Driver's License

Assessments

Delivery driver — Completed

July 2022

Interpreting instructions or signs and solving problems

Full results: [Completed](#)

Retail customer service — Proficient

July 2023

Responding to customer situations in a retail setting

Full results: [Proficient](#)

Work style: Reliability — Proficient

July 2021

Tendency to be reliable, dependable, and act with integrity at work

Full results: [Proficient](#)

Manufacturing fit — Proficient

July 2022

Measures the traits that are important for success in manufacturing roles
Full results: [Proficient](#)

Warehouse safety — Proficient

December 2022

Using safe practices in a warehouse setting

Full results: [Proficient](#)

Customer service — Proficient

August 2020

Identifying and resolving common customer issues

Full results: [Proficient](#)

Workplace safety — Proficient

September 2020

Using safe practices at work

Full results: [Proficient](#)

Work motivation — Proficient

May 2021

Level of motivation and discipline applied toward work

Full results: [Proficient](#)

Attention to detail — Completed

June 2022

Identifying differences in materials, following instructions, and detecting details among distracting information

Full results: [Completed](#)

Work motivation — Proficient

July 2020

Level of motivation and discipline applied toward work

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

Additional Information

I'm Bilingual