

Heather Tudahl

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Experience

Opportunity Services Rochester, Mn
4/2012-Present Direct Care Staff
Assisting clients with their daily goals and activities
Completing client's daily goal paperwork
Assisting with daily personal cares
Transporting client's in OS vans

MyCableMart.com Eden Prairie, Mn
9/7/2007 – 11/1/11 Tech Support/Customer Service
Order processing using UPS WorldShip and USPS Stamps.com
Customer service and tech support
Inventory control

Rockabilia.com Chanhassen, Mn
10/06-09/07 Customer Service/Warehouse
Customer service order tracking and order placing
Shipping packages
Order processing

The Affiliated Group Rochester, Mn
1/11/06 – 7/28/06 Customer Service/Debt Recovery
Answered customer questions
Contacted customer for debt recovery
Third party debt recovery

Shopko Rochester, Mn
1-800-367-5690 (Employment verification)
Freight Worker/Customer Service
Warehouse inventory control and replenishing stock on sales floor
Unloaded weekly trucks with merchandise
Answered customer questions

Education

Metropolitan State University, St Paul, Mn
Graduated 12/2009
B.A. in Family Studies

The College of St. Catherines, St Paul, Mn
9/1999 - 6/2004
Undergraduate Studies

Mayo High School, Rochester, Mn
Graduated 1999

Computer Skills

I have experience with Microsoft Word, Microsoft Office, Power Point and Excel. UPS World Ship and USPS Stamp.com shipping software.

Interests

While in high school and college I participated in Women's Ice Hockey and Softball. Playing in these sports has helped me learn the value of teamwork. Volunteer work for Breast Cancer fundraisers and fostering dogs through non-profit organizations.