

# Katie Kurzhal

**Student, CareGiver, Animal lover and HouseKeeper**

Oakdale, MN

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Cleaning, Single or group projects (preferred Single\ individual work).

Authorized to work in the US for any employer

## WORK EXPERIENCE

### **Machine Operator**

Vistatek - Stillwater, MN - February 2016 to October 2016

Worked with plastic mold injection. Maintained a sharp eye on the product for splay, short shots, and contamination. Trimmed, cut and drilled product. Packaged and boxed for the customer.

### **Cashier/Customer Service**

Quiznos - Oakdale, MN - April 2015 to June 2015

Created a clean and healthy environment for customers. Designed clean and unique sandwiches for customers.

### **Cashier/Customer Service**

Joanns - 2014 to 2015

### **Package Handler**

FedEx - 2013 to 2014

### **Cashier/Sales Associate**

Super America - 2013 to 2014

### **Volunteer**

Animal Humane Society - Woodbury, MN - January 2012 to May 2013

#### Responsibilities

Created and organized a clean area for the animals and customers. Teached and maintained animals. Developed a daily routine for the animals and individuals.

#### Accomplishments

Organized more neatly. Maintained a healthy style of living. Helped myself and other with the animals.

#### Skills Used

Patients, communication, customer service, listening, speech.

### **Food Prep**

Mcdonalds - 2012 to 2013

### **Cashier/Sales Associate**

Mcdonalds - 2012 to 2013

### **Caregiver**

Individual - 2007 to 2012

## EDUCATION

### **Associate**

National American University

### **Associate**

University of Phoenix

### **Generals**

Tartan High

## SKILLS

Customer Service, Inventory Management, Data inputter, Register, Computer skills such as word, PowerPoint, spreadsheet, etc. Worked in groups., Microsoft (3 years), Apex (1 year)

## AWARDS

### **2ed Place Customer Service**

April 2012

Attended a 3 part contest in Skills USA

### **2ed place Scrapbooking**

April 2012

3 part contest in Skills USA. Created a group project and had to complete it in a timely matter.

### **3ed place Maintenance Test**

April 2012

3 part contest at Skills USA. Test was about car tools and maintenance.

## ADDITIONAL INFORMATION

Attended to Skills U.S.A in Tartan High School.

Worked at a concession stand.