

Krista Carroll

Fort Collins, CO

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Summary

An Experienced Customer Service professional who thrives in a fast-paced environment.

- **Honest**
- **Motivated**
- **Flexible**
- **Positive Attitude**
- **Customer Service**
- **Professional**
- **Team Player**
- **Punctual**
- **Reliable**

Professional Experience

A Life Worth Living, Fort Collins, CO

Ethics Security

2017-2020

Created an environment of safety and high morale to assist in building responsibility

- Facilitated on-time arrival for classes and program activities
- Performed inspection of client areas helping encourage cleanliness and responsibility
- Ensured safety of clients within facility by talking with them and calming them in crisis

Transportation

2016-2017

Provided transportation for all needs within the program with clients and staff.

- Drove company vehicle to airport and local appointments.
- Scheduled appointments for clients and transported to appointments
- Other duties as assigned with obtaining needs for the facility.

Night Security

2015- 2016

Provides a safe/secure environment while managing and maintaining daily tasks and responsibilities .

- Supervise upwards of 30 students.
- Administer and chart daily medications to the students based on doctor-prescribed medications.
- Provides positive encouragement and compassion to the students.

In-Home Child Care Provider, Fort Collins, CO

In-Home Child Care

2013- 2015

Provided quality child care while managing and maintaining day-to-day tasks and responsibilities .

- Transported children to and from school on a daily basis.
- Supervised and taught child development activities.
- Provided encouragement and compassion for development needs.

Lowe's, Fort Collins, CO

Customer Service Representative

2008-2011

Provided quality customer service while developing and maintaining customer loyalty and trust..

- Balanced a fast-paced working environment while providing excellent customer service.
- Assisted customers with opening new credit card accounts.
- Maintained a clean work environment.
- Assisted head cashier in closing duties such as locking up and balancing till.

Chesterfield Services, Everett, WA

Certified Nursing Assistant

2005-2006

Provided in-home care and companionship to residents while assisting with essential daily needs.

- Disbursed resident's prescription medication as prescribed by their doctor.
- Assisted in bathing, cooking, cleaning, shopping and transportation for residents .
- Delivered quality customer care while developing friendship, trust and companionship.

Burger King, Lake Stevens, Snohomish and Sultan, WA

Customer Service Associate

2003-2005

Maintained high standards of customer service during high-volume, fast-paced operations.

- Assisted management with inventory control and stock ordering.
- Followed procedures for safe food preparation, assembly, and presentation.
- Handled currency and credit transactions quickly and accurately.
- Communicated clearly and positively with coworkers and management.