

Alex Morales

well experienced buisness professional

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To obtain a position commensurate with my experience, as well as gaining knowledge in other areas.

WORK EXPERIENCE

renewal assitant

ny health options - Albany, NY - November 2012 to June 2013

renewal of medicaid over the phone or threw paper applications hipa trained and trained in all third party health insurance for employees and there employers and very well phone skills and computer work ive multiple training course of customer service good phone edict and im just a very good people person hardworking and well experienced

Rental Agent

Ally Property Management - Albany, NY - December 2011 to November 2012

Responsibilities: processing applications, interviewing potential tenants, collections, and apartment viewings.

2010- Dec. 2011

Odd jobs such as shipping and loading furniture to residential homes, light construction, and landscaping.

Assistant Manager

Catskill Glass Company - 2008 to 2010

Supervisor: John Middaugh
(518)269-1799

Responsibilities: Processing orders, customer service, window installation involving auto and residential, finalizing sales and using P.O.S cash register system.

Customer Service Rep./ Night time Loader & Stocker (Lowes)

Titles - 2003 to 2008

Loader(UPS)

Will provide references upon request.

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