

JoAnn Parton

Customer Service Specialist

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My objective is to work at growing company with the same core values as myself, integrity, character, cooperation, initiative and excellence. I believe I can demonstrate the ability to provide outstanding customer service to customers and clients

Work Experience

Customer Service

Towne Park - Lakewood, CO

December 2011 to Present

Customer Service Representative within St Anthony's Hospital.
I currently work in the OR/critical ICU registrations lobby

Office Manager

Spectral International - Arvada, CO

February 2011 to November 2011

I was employed by a well-respected Geologist as her office manager, Duties included but not limited to:

- Working primary Internationally, shipping emailing, and reports, I am responsible for the day to day running of her office

Customer Service

Office Team - Golden, CO

April 2010 to January 2011

Call center rep .
Compliance officer for ATT&T
Varous office positions

Call Center Supervisor

Sonsio International - Arvada, CO

May 2004 to December 2008

- Call Center Supervisor of 48 Employees, Made collections calls to Car dealerships around America. I help to develop and launch a new audit system within the Company that is still used today.

Bartender

Hyatt Hotel and Casino - Blackhawk Gulch, CO

October 2001 to April 2004

- Serving the gaming patrons with drinks and gaming monies, I held a Colorado gaming license for 13 years
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Education

Diploma

Byers High School

May 1980

Groups

Volunteer at Foothills Animal Shelter

October 2010 to Present

Additional Information

Skills

- I am experienced in supervising employees in a call center environment.
- worked for a well-known geologist as an office manager.