
Rachael Ramos

1813 S US Highway 287
berthoud, Co 80513
(303)653-5854 (303) 676-2856
rachaelramos77@outlook.com

SKILLS

A dependable individual with great customer service skills. Fast paced environments and always willing to learn new things.

EXPERIENCE

Express Staffing Professional Longmont,Co - Warehouse

October 2017-February 2018

- Pick and Pack pulled items off shelf in warehouse by numbers quantity needed
- Scanned warehouses items with hand held
- Packed orders in correct size box placed computerized labels and packaging slips on box's
- Shipped out using internet programs USPS UPS

BC Tax Boulder,Co- Receptionist

September 2016-march 2017

- Prepared tax proposals with Microsoft programs
- Basic office duties Fax and printing machines emails
- Multiple telephone line system
- Outgoing/Incoming mail

7 Eleven Longmont,Co-Sales associate

May 2015-September 2016

- Greeting customers
- Ring up sales using a POS cash Register
- Food prep and clean up
- Signing in vendors and stocking shelves
- Cash management

King Soopers- Fuel Attendant

November 2014-May 2015

- Customer service
- Fuel certified / fuel pumps maintenance
- Cash handling sales off a POS cash register

-
- Open/ close

EDUCATION

Adult Basic Education Longmont,Co- GED

References

Tracy Schulz- 720-621-0069

Bobby Chetty Paneru 303-651-2930