

# Shjohmaela Brown

Pine Island, MN 55963

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Authorized to work in the US for any employer

## WORK EXPERIENCE

### **Cashier/Cook**

Casey's General Store - Lake Mills, IA - 2017-06 - Present

Cashier duties and light cleaning. Also I prepare and cook meals for the store.

### **Maid/Housekeeping Cleaner**

Merry Maids - Rochester, MN - 2017-02 - Present

Light cleaning duties to maintain private households or commercial establishments and hospitals, in a clean and orderly manner.

Duties include making beds, changing garbage linings and linens, cleaning rooms and halls, and vacuuming.

### **PCA Personal Care Assistant**

COMMUNITY LIVING OPTIONS - Chico, CA - 2016-10 - 2016-12

Cleaning the house, interacting with clients, planned daily activities, prepared meals, went on outings and help clients meet individual set goals.

### **Front Desk Receptionist**

JCP SALON - Rochester, MN - 2015-07 - 2015-11

Responsibilities

Answer the phone, make appointments, interact with customers and light cleaning around desk.

Skills Used

Customer service, communication, flexibility, reliability and also being outgoing.

### **Cashier/Sales Associate**

Holiday - Saint Paul, MN - 2014-12 - 2015-04

Responsibilities

Cashier duties and light cleaning.

### **Boys and Girls Club Jr. Staff**

Boys and Girls Club - Rochester, MN - 2013-11 - 2014-05

Responsibilities

Cleaning of the facility also signing children in and out of the facility. While taking care of the basic needs of the facility.

Accomplishments

The kids still respect me and look up to me for advice and as a role model.

Skills Used

Communication, Flexibility, Responsible, Trustworthy and interaction with customers.

**Volunteer Work**

A.S.P.I.R.E - Saint Paul, MN - 2013-06 - 2013-08

## Responsibilities

Cleaning of the facility while helping the teachers set-up for the day. Watching over the kids and help to plan out the day.

**Volunteer Work**

Seeds Of Wisdom - Rochester, MN - 2012-06 - 2012-08

## Responsibilities

Cleaning of the facility while helping the teachers set-up for the day. Watching over the kids and help to plan out the day.

## Accomplishments

The kids respected me, they still love me to this day and the kids look up to me.

## Skills Used

Communication, Flexibility and Disciplinary.

## EDUCATION

**High School Diploma in General Education**

Gordon Parks High School - Saint Paul, MN

2014 - 2015