

Vonyeé Houston

Certified Nursing Assistant

Saint Paul, MN
vonyaeh@yahoo.com - 9529179765

Authorized to work in the US for any employer

WORK EXPERIENCE

Certified Nursing Assistant

Augustana Care - Apple Valley, MN - June 2015 to August 2015

Responsibilities

Basic cares. ADLS

Bathing, feeding, transferring, grooming, and ambulatory residents. Making beds, changing linens. Assists with hoymers, and standing lifts.

Seasonal Sales Associate

MACY'S - Saint Cloud, MN - October 2013 to January 2014

Greeted customers and determined their needs and wants

- Discussed type, quality and number of merchandise required for purchase
- Recommended merchandise based on individual requirements
- Advised customers on utilization and care of merchandise
- Provided advice to clients regarding particular products or services
- Explained the use and advantage of merchandise to customers
- Answered customers' queries and concerns
- Showed the live working of merchandise

Cashier

TACO BELL - Apple Valley, MN - April 2013 to August 2013

Serve orders to customers at windows, counters, or tables.

- Prepare and serve beverages such as coffee and fountain drinks.
- Clean, stock, and restock workstations and display cases.
- Establish or identify prices of goods, services or admission, and tabulate bills using calculators, cash registers, or optical price scanners.
- Greet customers entering establishments.

Cashier

MCDONALDS - Farmington, MN - September 2012 to April 2013

Maintain sanitation, health, and safety standards in work areas.

- Clean food preparation areas, cooking surfaces, and utensils.
- Prepare specialty foods such as pizzas, fish and chips, sandwiches, and tacos, following specific methods that usually require short preparation time.
- Operate large-volume cooking equipment such as grills, deep-fat fryers, or griddles.
- Read food order slips or receive verbal instructions as to food required by patron, and prepare and cook food according to instructions.
- Take food and drink orders and receive payment from customers.
- Clean, stock, and restock workstations and display cases.

Cashier

TIM HORTONS - Saginaw, MI - October 2011 to July 2012

Receive payment by cash, check, credit cards, vouchers, or automatic debits.

- Issue receipts, refunds, credits, or change due to customers.
- Assist customers by providing information and resolving their complaints.
- Establish or identify prices of goods, services or admission, and tabulate bills using calculators, cash registers, or optical price scanners.
- Greet customers entering establishments.
- Answer customers' questions, and provide information on procedures or policies.
- Sell tickets and other items to customers.
- Process merchandise returns and exchanges.
- Maintain clean and orderly checkout areas and complete other general cleaning duties, such as mopping floors and emptying trash cans.
- Stock shelves, and mark prices on shelves and items.

EDUCATION

High School Diploma

FARMINGTON HIGH SCHOOL - Farmington, MN

June 2013

Dental hygiene

SCTCC - Saint Cloud, MN

ADDITIONAL INFORMATION

- Multi-tasked, dedicated to work and helping others.
- Fast learner.
- Strong communicator.
- Excellent customer service skills.
- Proficiency in Microsoft suite of applications and ability to adapt to additional internal applications.