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### Objective

Seeking full-time employment utilizing my customer services skills.

### Education

#### **Sentinel Career Center**

*Certificate in Collision Repair*

June 2012

- Skills USA (2010-2012)
- Skills USA Parliamentarian(2010-2011)

#### **Fostoria High School**

*High School Diploma*

June 2012

- Stage Crew(2009-2012), Peer Mentor(2010), OTI(2011)
- Choir(2009-2011), Drug Free Group (2010-2012)

### Work Experience

#### **Beck Suppliers, sales associate**

- Customer service
- Stocking
- light housekeeping
- cash register

#### **Spherion Staffing, Packager**

2013

- Plastic packaging
- Stacking and moving pallets
- Making boxes
- Plastic wrapping
- Inspecting parts

October 2012- January

#### **Trini-tots Daycare, Daycare provider**

*Minot, North Dakota*

July 2012 – September 2012

- Coordinated with lead instructor to provide 3 year olds children with fun and educational activities.
- Assisted with preparing food, arranging bathroom breaks and supervising outside activities.
- Worked with staff to ensure a safe and healthy environment for the children placed under our care.

**Ehove Success For Youth**

February 2012-May 2012

- Clean Team janitorial services
- Cleaning factories and banks and offices.

**Dennys, Server/Hostess**  
Tiffin,Ohio

May 2011 – October 2011

- Greeted customers as they entered the restaurant, seating them in open sections.
- Interacting with customers to taking food orders/drink orders in a polite manner.
- Cleaned customer areas per Health Department guidelines.
- Handled money and credit cards when cashing customers out.