

chelsea robison

Saint Paul, MN

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Authorized to work in the US for any employer

WORK EXPERIENCE

Sales Associate

Renewal by Andersen - Roseville, MN - May 2016 to Present

Responsibilities

Go door to door and try and schedule appointments

Accomplishments

More communication skills

Skills Used

Communication

Sales Associate

Becker Furniture World - Roseville, MN - March 2016 to April 2016

Responsibilities

build a relationship with the customers and find out their needs for what they are looking for.

Accomplishments

being able to help someone build their dream room, or living room, or kitchen!

Skills Used

communication, trust,

Receptionist/Secretary

Air General - Bloomington, MN - October 2015 to February 2016

Responsibilities

Answer phone calls, handle shipment. Fill out paper work for pick ups or fruit that was going out.

Accomplishments

I learned more on how to operate computers.

Customer Service/Sales

macys - Roseville, MN - July 2013 to October 2014

Responsibilities

Answering the phone and directing customers to certain departments and fixing mistakes on Macy's cardholders account

Skills Used

Dealing with angry customers and handling very difficult situations.

EDUCATION

nursing

Red cross - Minneapolis, MN
2014 to 2014

college credit in animal science program

Century college - White Bear Lake, MN
2013 to 2014

Medical administration in Medical

UMA medical school - Florida City, FL
2013 to 2014

high school diploma

Roseville area high school - Roseville, MN
2011 to 2014

SKILLS

Good Communication
Hard Worker
Negotiation
Communications
Computer Skills
Leadership
Writing
Customer Service

AWARDS

perfect attendance

February 2006

I was always on time to class and school all the way through high school so I always got rewards for having perfect attendance

ADDITIONAL INFORMATION

I took animal science class took care of snakes,birds,goats, any animal you can think of and I really enjoyed it!
I am really people a person I love meeting new people,I volunteered with babysitting and donating clothes