

Holly Roberts

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Objective

Providing magnificent customer service is one of my strongest characteristics; continually going above and beyond to provide the best service with my outstanding work ethic. I retain new information and skills quickly, providing me with great problem-solving skills. I am a very eager worker that is willing to soak up new knowledge.

Education

HIGH SCHOOL DIPLOMA | MAY 2014 | LONGMONT HIGH SCHOOL

- Related coursework: Two years in the CDC (Career Development Center) program for culinary arts.
 - Received a culinary arts certificate.

ASSOCIATES | IN PROGRESS | FRONT RANGE COMMUNITY COLLEGE

- Major: Business Management
- Minor: Marketing
- Related Coursework/ Memberships: Current member of the **Honor Society** at Front Range Community College.

Skills & Abilities

- Ability to conquer large amounts of work in a timely manner.
- Immaculate work ethic and organization skills
- Helpful customer service and professional phone skills
- Magnificent multitasking
- verbal and written communication skills
- Entry level computer knowledge
- Willing to go the extra mile; staying late if work is not complete
- Quickly able to retain new information
- Goal-oriented

Experience

CAKE DECORATOR | ROMANA CAKE HOUSE | JUNE 2015- CURRENT EMPLOYER

- **Responsibilities Included:**
 - Taking specialty cake orders -Friendly customer service
 - Frequent count of inventory -Creating custom cake designs -Answering phones
 - Baking & assembling deserts -Delegating work load to other co-workers

FLOATER (COURTESY CLERK, CASHIER, CAKE DECORATOR) | KING SOOPERS | MAY 2011- DEC 2014

- **Responsibilities Included:**
 - Filling display cases -Creating specialty cakes -providing superb customer service
 - Frequent count on inventory -Handling money -Unloading pallets

· -Stocking shelves

-Answering customer calls