

ENTERED

Janeil Horton

Energetic Customer Service Professional

Rochester, MN

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Obtain a position in a company where I can maximize my skills, and achieve goals I set for myself and within the company.

Authorized to work in the US for any employer

WORK EXPERIENCE

Lead Halloween Consultant

Savers/Value Village -- Rochester, MN - August 2015 to October 2015

- Greeting and helping customers in locating items in various departments
- Handling cash register, wrapping merchandise, and collecting payments
- Maintaining clean and organized store and ensuring safety for customers and staff
- Directed sales staff in maintaining discipline and demonstrating product features to customers

Shift Leader

Quiznos - Austin, MN - June 2014 to November 2014

- Demonstrated excellent communication skills - written and oral
- Interacted with customers and received orders, processed and managed customer issues
- Maintained quality of product
- Assisted the General Manager and Assistant Manager in the overall leadership of the restaurant.

Assistant Manager

Subway - Woodbury, MN - October 2013 to January 2014

- Demonstrated professionalism, diplomacy, tactfulness - to generate positive company image
- Trained and motivated crew members during the shift
- Unloaded, stocked and maintained required inventory level
- Prepared deposits, product projections, financials for store manager's review and approval

EDUCATION

GED

Austin High School - Austin, MN

2007

SKILLS

Sales (4 years), Customer Service (4 years), Cash Handling (3 years), Management (2 years), Computer Skills (4 years), Retail (2 years), People Skills (6 years)