

RESUME ID #139

Summary of Qualifications:

Highly motivated, adaptable and hardworking with 15+ years of experience and longevity as a Cleaner/Stockperson/Customer Service Associate. Strong team player with the ability to also work independently. Currently pursuing dishwashing, cleaning, food prep., and retail merchandise positions. Open and flexible, learns quickly and adjusts well to new settings. Consistent track-record of punctuality, dedication, and exceptional execution of job tasks and duties.

Experience:

Tops Friendly Markets, North Tonawanda, NY

1995 - 2005

Overnight Stocker/Cleaner

- Loaded and unloaded trucks, maintaining neatness and organization of warehouse and store when shelving products
- Ordered new inventory, ensuring accuracy and timeliness while completing orders
- Performed maintenance duties such as emptying garbage, buffing floors, mopping, organizing, and sanitizing the entire store
- Helped customers locate store items, addressing their questions in friendly, courteous and attentive manner

Record Town, Niagara Falls, NY

1998 - 2001

Customer Service/Cashier/Inventory Associate

- Greeted and interacted with customers in a polite, friendly and caring manner, helping them locate store items while promptly addressing questions and concerns
- Operated cash register, performed cash and credit transactions; balanced cash drawer
- Organized store items and maintained store cleanliness/attractiveness

KM Lawn Service, Niagara Falls, NY

1993 - 1998

Owner

- Performed residential and commercial landscaping including reconstructing flower beds and gardens, planting and pruning shrubs and trees, and new grass
- Promoted business and attracted new customers while maintaining a loyal customer base
- Supervised two other crew members that assisted with larger landscaping projects
- Completed basic administrative duties including customer orders, hiring paperwork, bookkeeping/record keeping

Education:

Attended Niagara Lutheran High School in Niagara Falls, NY