

Jessica Claire

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Summary

Veteran seeking to transition from the United States Navy to a civilian career. Highly motivated, effective communicator and problem solver who successfully completed one extended combat tour. Works well with team members and groups from diverse backgrounds.

Highlights

- Effective team leader
- Supply and logistics planning
- Security Clearance
- Trained in emergency response
- CPR certified
- Skilled in Microsoft Word, Excel and Outlook
- Time management
- Resourceful
- Data management
- Customer Service

Achievements

- Awarded the Navy Good Conduct Medal
- Awarded the National Defense Service Medal
- Awarded the Global War on Terrorism Service Medal

Received the Navy Sea Service Deployment Ribbon

Work Experience

Aviation Ordnanceman, 05/2010 to Current

Ria Financial – Buena Park, CA

- Handling and Receipt of Combat Weapons
- Trouble shooting Naval Aviation Weapons Systems and Technical Programs
- Managed Weapons Load Team Personnel

Cashier, 2010 to 05/2010

Ria Financial – Denver, CO

- Customer Assistance
- Processed gift cards, food stamps, cash, checks, and product exchange

Cashier, 02/2007 to 08/2008

Sunrise Theaters – City, STATE

- Processed computer-based transactions
- Received and dispersed payment methods to customers

Education

2011

Aviation Ordnance A-School - Pensacola, FL

2011

Aviation Ordnance C-School - Jacksonville, FL

2010

United States Navy Basic Training - Jacksonville, FL

High School Diploma: 2009

Fort Lauderdale High School - Fort Lauderdale, FL

- Pre-Law Magnet program