**Career Target**

Seeking a position with an organization that has potential for growth. In addition, cares both about their shareholder and their community.

**Key Skills**

|  |  |  |
| --- | --- | --- |
| Honesty | Multi-line phone system | Time Management |
| Ambitious | Attention to details | Microsoft word and excel |
| Type 70 WPM | Strong communication | Hard working |
| Great interpersonal skills  Great customer services | Exceptional leadership  Fluent in Somali | Office administrator |

**Education**

**High School Diploma**- Hoover High School

College; Working for on my computer science degree

**PROFESSIONAL EXPERIENCE**

* Worked security for Elite
* Volunteered at the community cook off as a crew member.
* Participated in multiply group programs.
* Joined the Cezar Chavez groups at school.
* Volunteered at horn of Africa.
* Joined the SBAOA.
* Took the two years of Culinary arts.
* Assisted in residential cleanup crew