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| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Aliyah**  **Phillips**     |  |  | | --- | --- | |  | aliyahmphillips16@gmail.com | |  | 8126328185 | |  | Evansville, US 47725 | | | **Skills**   * Document Control * Email Correspondence * Clerical Support * Support Services * Time Management * Critical Thinking * Product and Service Knowledge * Office Supplies and Inventory * Shift Coverage * Marketing Assistance * Cash Register Operations * Greeting Visitors * Customer service * Customer assistance * Work ethic and integrity * Patience and empathy * Time management skills * Cash handling * Cleaning and sanitizing * Team collaboration * Customer service excellence * Reliability and punctuality * Cash handling and management * Cash register operation * Customer relations * Professionalism and courtesy   **Education**  TripleTen  Evansville, IN  •  Expected in 10/2025  *Certificate* : Data Science  North High School  Evansville, IN  •  05/2020  *High School Diploma* | | |  | | --- | | **Professional Summary**  Dynamic and hands-on Pragmatic Assistant with boundless energy. Thrives in fast-paced environments, excelling with little oversight and challenging goals. Possesses top-notch technical abilities and strong relationship-building skills. Experienced professional in retail, adept at handling transactions, providing exceptional customer service, and maintaining an organized workspace. Focused on teamwork, adaptability, and achieving results while building positive customer relationships. | | **Work History**  Schnucks - Cashier  Evansville, IN  •  09/2023 - Current   * Greeted customers entering store and responded promptly to customer needs. * Welcomed customers and helped determine their needs. * Worked flexible schedule and extra shifts to meet business needs. * Operated cash register for cash, check, and credit card transactions with excellent accuracy levels. * Built relationships with customers to encourage repeat business. * Helped customers complete purchases, locate items, and join reward programs. * Restocked and organized merchandise in front lanes. * Assisted customers with returns, refunds and resolving transaction issues. * Assisted customers with inquiries and provided exceptional service, resulting in positive feedback from shoppers. * Maintained up-to-date knowledge of store policies and procedures, ensuring compliance in all transactions.   Lane Bryant - Manger/Temporary Assistant Manger  800 N Green River Rd, Evansville, IN 47715  •  06/2021 - 12/2022   * Greeted guests in with friendliness and professionalism. * Assisted manager in all aspects of business operations. * Answered incoming phone calls to process requests, transfer calls, or relay messages to appropriate personnel. * Worked closely with management to provide effective assistance for specific aspects of business operations. * Monitored and ordered supplies and materials to keep office well stocked. * Organized resources, records and personnel to accomplish aggressive targets. * Offered technical support and troubleshot issues to enhance office productivity. * Created and distributed agendas for meetings and conference calls as part of meeting preparation. * Followed detailed directions from management to complete daily paperwork and computer data entry. * Increased customer service success rates by quickly resolving issues. * Assisted clients with daily living needs to maintain self-esteem and general wellness. * Trained and supervised employees on office policies and procedures. * Opened and properly distributed incoming mail to promote quicker response to client inquiries.   Graceful Lady Boutique - Stylist Sales Associate  805 E Park St, Fort Branch, IN 47648  •  01/2020 - 03/2021   * Acknowledged, interacted and built relationships with clients to stimulate loyalty. * Connected and engaged with customers to understand styling needs. * Supported sales floor, cash wrap and back of house to catalyze daily operations. * Embraced fashion and understood market trends to articulate in client interactions. * Advised client base of new products and seasonal fashions to increase store sales. * Translated inspiration into action by solving customer styling needs. * Listened to customer needs and desires to identify and recommend optimal products. * Answered customer questions about products and services, helped locate merchandise, and promoted key items. * Stocked merchandise, clearly labeling items, and arranging according to size or color.   Holiday World & Splashin' Safari - Games Host  452 E Christmas Blvd, Santa Claus, IN 47579  •  06/2017 - 06/2018   * Wiped down and cleaned chairs, booths and game stations to comply with sanitation requirements. * Assisted with ticket redemption and provided prize selection to customers. * Greeted and informed customers about attractions, promotions and current prices to foster outstanding hospitality and service. * Operated point of sale terminal to complete customer transactions. * Memorized games and rules to facilitate positive entertainment experience. * Communicated proactively with guests to troubleshoot problems and provide guidance.   **Projects**  Starting the TripleTen Bootcamp has been an exciting and eye-opening journey, though not without its challenges. So far, I've successfully completed three projects, each one building on the skills I've gained and deepening my understanding of coding and data analysis.  The first project provided a foundational overview of Jupyter Notebook and allowed me to apply the basic coding skills I learned during the initial sprint. What stood out to me most was the realization of how deeply coding is embedded in everyday life. Working in a grocery store, I had never fully appreciated how much technology is involved in operations I once took for granted. From barcodes that communicate product information and pricing, to the software running self-checkout machines and cashier systems—coding is everywhere. This newfound awareness made the learning process even more engaging.  In the second project, I explored how data impacts platforms like Instacart. I analyzed trends such as the most frequently purchased items, peak shopping days, and visualized this information to uncover patterns in consumer behavior. This project resonated with me because it connected directly to my experience in retail and highlighted how data science is shaping industries I've worked in for years.  The third project was noticeably more challenging. Unlike the earlier assignments, it required greater independence and relied heavily on knowledge from previous lessons. I learned firsthand how precise and unforgiving coding can be—one small error in syntax can disrupt the entire program. Debugging and refining my work became a critical part of the process. I had to revisit sections of my code, revise visualizations, and ensure my graphs clearly communicated the data's story.  Despite the difficulties, I've genuinely enjoyed every lesson, task, and project. Learning data science has not only enhanced my technical skills but also reshaped how I view my current job and future opportunities. I'm excited to continue growing, refining my abilities, and exploring the vast possibilities this field has to offer. | |

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