

# **Dana Smith**

**To have a successful career.**

Crowley, LA

dana07smith@aol.com - 3372506856

## **WORK EXPERIENCE**

### **Cashier**

Check into cash - Jennings, LA - January 2008 to May 2008

Responsibilities

Handle customers money and paper work

## **EDUCATION**

### **Medical office assistance in Medical office**

Acadiana area career college - Lafayette, LA

2007 to 2007

### **High school diploma**

Midland high school - Midland, LA

2003 to 2007

## **SKILLS**

Great communication skills, computer skills windows, PowerPoint, Microsoft Word, telephone skills, faxing/copying skills, reliable, self motivated, and quick learner

## **ADDITIONAL INFORMATION**

Michael Edwards

337-250-2963

Noami Forrestier

337-250-2787

Amy Trahan

337-384-4725