

## Stephanie Stone

Las Vegas, NV 89138

323.202.8830

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## Skills

Warm and cold calling, Active listening, Critical thinking, Negotiating, Service orientation, Resolving problems, Sales, Microsoft Office (intermediate level), Customer management systems

## Experience

June 2020 -Current

### **Wynn Realty, Las Vegas, NV - Inside Sales**

- Warm and cold calling of prospects, meet daily goals
- Document all customer interactions (Excel)
- Customer management system, build pipeline

March 2015 -Dec 2019

### **Clark County Office of Public Communications, Las Vegas, NV - Customer Service**

- Managed scheduling; Liaison to other departments
- Communicated via Outlook, phone, and in person; Updated contact information

August 2013 -August 2014

### **Menards, Morton Grove, IL - Cashier in high volume store**

July 2010 - July 2013

### **Destination Maternity, Vernon Hills, IL - Sales Associate, interim Manager**

February 2008 - January 2010

### **H & E Equipment Services, North Las Vegas, NV - Credit Assistant**

- Successfully approved new and existing credit applications
- Collected money by resolving payment issues, up to 100 calls a day

January 2005 - December 2006

### **Ahern Rentals, Las Vegas, NV - Commercial Collector**

## Education

January 1991

### **Columbia College, Chicago, IL - B.A, Art**