

DANIELLE WINDSOR

713 e Sahara Ave, Las Vegas, NV, 89104
Phone: 702-670-8031 Email: daniellewindsor087@gmail.com

SKILLS AND ABILITIES

- Excellent communication & organizational skills
- Possess a strong passion for animals
- Familiar with basic training commands
- Knowledge of dog grooming and health assessment
- Physically capable of walking 7 hours a day

PROFESSIONAL EXPERIENCE:

Danielle's Dog Service

Long Beach, CA

Animal Caretaker

01/12 – Present

- Walk dogs for the prescribed amount of time
- Play with dogs following instructions for exercise
- Dispose of waste on the trail
- Ensure the dogs are in their kennels or are returned to the rightful owners
- Apply flea and tick treatments as and when necessary

Maritz Research

Long Beach, CA

Telephone Interviewer

06/10 – 01/13

- Contact people through telephone, email and in person to obtain pertinent data
- Explain the objectives of surveys and their procedures to people who are to be interviewed
- Interpret interview questions to assist people in understanding them and providing eloquent answers
- Identify and report any issues that may arise while attempting to obtain valid data
- Ensure that supervisor is kept abreast of completed assignments and progress

Ralph's

Torrance, CA

Service Deli Clerk

06/09 – 08/09

- Greeted customers and expressed thanks customer upon their complete satisfaction
- Sliced and weighed deli meats and cheeses
- Maintained and stocked all designated section areas
- Cleaned all department equipment occasionally
- Maintained sanitation and cleanliness of all areas

JC Penney's

Torrance, CA

Customer Service Specialist

12/08 – 06/09

- Greet customers and ascertain what each customer wants or needs.
- Answer customer inquiries regarding pricing and return policies and procedures.
- Assign dressing room facilities, to customers as requested.
- Open and close cash registers, performing tasks such as counting money, separating charge slips, coupons, and balancing cash drawers.

EDUCATION:

Southern Regional Occupational Center, ***Pet Health & Grooming***, Torrance, CA

El Camino Community College, ***Medical Coding & Billing***, Compton, CA
Millikan High School, ***General Education***, Long Beach, CA

References Available Upon Request