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| Dane Mills  3524 SE 42nd Ave. Portland, OR · (208)310-2223  Dane9Mills4@gmail.com |
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# Experience

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| January 2019-currentPawn Broaker All that glitters jewelry and loans Greeting customers into the store  Answering phones  Writing short term collateral loans  Face to face jewelry and hard good sales  Counting cash on hand, making sure drawers balance  Writing end of day reports  Opening and closing duties  Logging and pricing new inventory June 2016 – january 2019Funeral Director apprentice Mt. scott funeral home General reception duties-answering phones, data entry, creation of paperwork, etc.  Assisting funeral directors in daily activities  Setting appointments and meetings for funeral directors  Couriering sensitive documents between agencies  Working as a personal assistant to the owner |
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# Education

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| Associates degree in funeral sciences, mt. Hood Community college |
| high school diploma, Moscow senior high school |

# Skills

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| * Rapid skill acquisition * Ability to lift over 75lbs unassisted | * Strong leadership qualities * Strong computer competency |

# Activities

In high school I completed a one week leadership training camp. I currently meet with peers once a week to facilitate creativity and conflict resolution exercises, helping gain experience that promotes character and skill growth, as well as learning to quickly assess situations and use the right conflict resolution tools.