

Ramandeep Randhawa

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Summary

Information Technology student pursuing a Bachelor of Science degree seeks opportunity to gain hands-on experience. Outgoing and friendly with strong motivation for success.

Skills

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| --- | --- |
| * Safe driving techniques * Data entry * Drawing blood * Tracking specimens * Sharps disposal * Relationship selling | * Sales development * Team player mentality * POS system operation * Outgoing personality * Product Sales * Listening skills |

Experience

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| --- | --- |
| Uber | Seattle, WA  Driver  *12/2017 - Current* | * Utilized GPS to optimize routes and continuously meet estimated delivery times. * Monitored traffic conditions and applied defensive strategies to avoid accidents. * Offered riders information about local attractions and restaurants. * Achieved consistently high customer scores due to exceptional service. |

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| --- | --- |
| Swedish Hospital | Seattle, WA  Phlebotomist  *05/2015 - 12/2017* | * Obtained variety of blood samples through venipuncture or capillary puncture using syringes, butterfly needles and straight needles. * venipuncture or capillary puncture. * Verified collection orders and communicated discrepancies to nurses. * Identified patients using proper procedures prior to specimen collection. * Processed billing information and collected payments. * Labeled blood vials with critical information like time of collection, date and patient name. * Coordinated workflow based on stat, schedule, or outpatient needs. |

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| Sears | Tukwila, WA  Sales Associate  *06/2013 - 02/2015* | * Sold various products by explaining unique features and educating customers on proper application. * Built and maintained relationships with peers and upper management to drive team success. * Answered incoming telephone calls to provide store, products and services information. * Maintained knowledge of current promotions, exchange guidelines, payment policies and security practices. * Assisted teammates with sales-processing tasks to meet daily sales goals. * Acted as point of contact for internal and external customers across departments. |

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| Jack in the Box | SeaTac, WA  Drive-Thru Cashier  *04/2011 - 02/2013* | * Kept drive-thru station well-stocked and organized to meet customer needs. * Worked quickly to document orders, answer questions and process payments, keeping high-volume line moving and maintaining high customer satisfaction. * Prepared drinks, ice cream and other special items to complete prepared food orders. * Completed opening, closing and shift change tasks by following company guidelines. * Boosted customer satisfaction by quickly addressing and resolving complaints with food or service. * Counted and balanced cashier drawers. * Cleaned and stocked front end areas, including register changing tapes and ribbons. * Complied with cash handling procedures to meet regional cashier variance policy. |

Education and Training

Mount Rainier High School | Des Moines, WA

High School Diploma

*06/2013*

Highline College | Seattle, WA

Some College (No Degree) in Biology

Some College Credit

Renton Technical College | Renton, WA

Phlebotomy Certification in Phlebotomy

*06/2015*

Arizona State University | Tempe, AZ

Some College (No Degree) in Information Technology

Current Student

Languages

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| **English:**    Native/ Bilingual |  | **Punjabi:**    Native/ Bilingual |