

Dawson M. Watkins

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OBJECTIVE

To broaden my work experience, and use my professionalism, along with great customer service to positively impact a company

SKILLS & ABILITIES

Organized, flexible, works well with others, Punctual, Outstanding Customer Service, Top Sale Rep, Schedule Recreation, Inventory management, Sales Management, Video Editing (Adobe Premiere), Photoshop, Ability to work indoors or outdoors in changing weather conditions, Ability to blend problem solving and decision making, ability to adapt to different customer interactions and situations, Ability to Multi-task, Minimum typing Speed of 30 WPM,

Ability to use: Microsoft Word, PowerPoint, Excel, Notebook, & Access.

EDUCATION

Klein Forest High School, 11400 Misty Valley Dr., Houston, TX 77066

Graduated June 2nd, 2018

Associates of Business Administration Degree, LoneStar College.

Completed Fall of 2020.

Bachelors of Management Information Systems, Sam Houston

Expected Graduation,2023.

EXPERIENCE

Retail Salesmen, Sprint (6/2019-6/2020)

Managed Financial Transactions, provide great customer service, Self-Engagement with in-store products, Cross-Selling Merchandise, Operation of Cash registers, Excellent Teamwork providing reliability, Selling Sprint Wireless coverage to customers, interact with customers daily, Customer service, working in a high Pace environment.

Sears, Sales Associate (1/2018-9/2018)

Managed Financial Transactions, provide great customer service, Self-Engagement with in store products, Cross-Selling Merchandise, Operation of Cash registers, Excellent Teamwork providing reliability

Construction Worker, AARU Construction (10/2018-6/2019)

Inventory Management, Hands on Carpentry, Construct, install and renovate Structures.

Referee, i9 Sports (10/2016-7/2020)

Officiate soccer and football games fairly, interact with children and parents, help players with conflict resolution, teach children the rules of sports

Review Clerk, Bank of America (1/2021-4/2021)

Reviewed Documents, corrected form mistakes, provide customer service, worked within a team, worked remote.

VOLUNTEER WORK

Champions Community Baptist Church (Re-Construction of the Church) June 2017

Hurricane Harvey Relief (NRG Stadium) September 2017