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ELIJAH KUNTZ

EDUCATION

**UNIVERSITY OF NORTH
DAKOTA**

Grand Forks, ND
Information Systems
Accounting and Information
Systems Candidate
2019-2021

**UNIVERSITY OF COLORADO
BOULDER**

Boulder, CO
Information Science
2021-Present

ADDITIONAL SKILLS

Complaint Resolution
Communication
Problem-solving
Teamwork

EXPERIENCE

CASHIER

Petco, Grand Forks, ND / Jul 2020 - February 2021

- Assist customers by providing information and resolving their complaints.
- Receive payment by cash, check, credit cards, vouchers, or automatic debits.
- Process merchandise returns and exchanges.
- Maintain clean and orderly checkout areas and complete other general cleaning duties, such as mopping floors and emptying trash cans.

DISH WASHER & LINE COOK

The University of North Dakota, Grand Forks, ND / Oct 2019 - Jul 2020

- Wash dishes, glassware, flatware, pots, or pans, using dishwashers or by hand.
- Maintain kitchen work areas, equipment, or utensils in clean and orderly condition.
- Clean or prepare various foods for cooking or serving.
- Stock supplies, such as food or utensils, in serving stations, cupboards, refrigerators, or salad bars.

GENERAL EMPLOYEE (SEASONAL)

Marana Pumpkin Patch, Tucson, AZ / Sep 2018 - Nov 2018

- Ensured the safe and continuous operation of the apple cannons
- Took payment for the use of the apple cannons and ensured proper change
- Ensured the apple canons and surrounding land were kept clean and neat

COURTESY CLERK

Fry's Food and Drug, Tucson, AZ / Jul 2017 - Jan 2018

- Greet customers entering establishments.

- Answer customers' questions, and provide information on procedures or policies.
- Maintain clean and orderly checkout areas and complete other general cleaning duties, such as mopping floors and emptying trash cans.
- Stock shelves, and mark prices on shelves and items.
- Offer customers carry-out service at the completion of transactions.
- Retrieve carts from and ensure the parking lot was clean and orderly