

# Julian Felix

## Sales

Highland, CA

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To obtain a challenging position that will provide me with the opportunity to grow within a stable company.  
Authorized to work in the US for any employer

### WORK EXPERIENCE

#### **Sales Representative**

Weisfield Jewelers - San Bernardino, CA - April 2015 to Present

##### Responsibilities

Inventory of merchandise

Establishing relationships with guest to sale merchandise

##### Skills Used

Positive attitude

Persistence

Great communication

Excellent customer service

#### **Guest Services Representative**

San Manuel Indian bingo & Casino - Highland, CA - May 2013 to Present

##### Responsibilities

Assist guest with their gaming needs

Understanding their issue and figuring out a solution

##### Skills Used

Excellent customer service

Great communication

Interpersonal skills

#### **Customer service**

Crafton hills Counseling Office - Yucaipa, CA - September 2011 to August 2012

Front desk receptionist, answer multi phone lines, Filing

- Checking students into the assessment center
- Proctor
- Assessment assistant

#### **Customer service**

AFG Financial and Realty - June 2010 to September 2010

Front office receptionist, answering multi phone lines.

- Filing

## EDUCATION

Crafton Hills Community College  
August 2010 to Present

## SKILLS

interpersonal skills, great customer service, great communication, bilingual in English and Spanish

## ADDITIONAL INFORMATION

Microsoft Office- Word, Excel, Outlook; 10 key; Excellent Customer Service and great  
Inter personal skills; trustworthy, self-starter.