

Customer Service Rep Customer Service Rep Customer Service Rep - AutoVin Apt, AR With 10 year in the customer service, administrative, and sales industry I am seeking a career in which I can learn, grow, and advance. CONTACT PHONE: (463)202-5621 EMAIL: cieraedmonds@yahoo.com Work Experience Customer Service Rep AutoVin January 2017 to Present Setting up Pre-Inspections on leased vehicles Making & Receiving incoming calls Maintain great customer service Hitting a QA goal of 95 or higher each month Systems Administrator Walmart Distribution August 2015 to December 2018 Set up and trouble shoot switches, pc's, printers and other network devices Trouble shoot systematic issues in operations and help resolve them in timely matter Maintain/check equipment in and out for all associates Monitor orders and flow of product to customers to ensure delivery each day Receiving in merchandise, Performing accurate first time skus, Processing Internal/External Damage, Use of digital Camera Assistant Store Manager Hibbet Sports October 2014 to May 2015 Sales Inventory Count Leading Team Members Receiving Merchandise Performing Bank Drops Opening/Closing Store Maintaining flow Loss Prevention Education Ben Davis High School August 2007 to June 2010 Skills Excel, Microsoft excel, Microsoft powerpoint, Powerpoint, Microsoft word, Word, Call Center, Customer Service, CSR, Customer Care Assessments Customer Focus & Orientation Highly Proficient June 2019 Responding to customer situations with sensitivity. Full results: [https://share.indeedassessments.com/share\\_assignment/exsalqwnwuijh4-c](https://share.indeedassessments.com/share_assignment/exsalqwnwuijh4-c) Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field. Additional Information SKILLS Microsoft Word, Microsoft PowerPoint, Microsoft Excel

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