

Payroll Manager Payroll Manager Castaic, CA Work Experience Payroll Manager Everkrisp Vegetables, INC - Tolleson, AZ November 2018 to May 2019 -Weekly Payroll -Paid Taxes -Accounts Payables -Invoicing -Deposits Product Database Administrator Troxell Communications - Phoenix, AZ August 2018 to November 2018 Correcting Orders before shipment Updating pricing on products in system Excel (need fereshments on some formulas) Hostess Augies Sports Grill - Goodyear, AZ June 2018 to August 2018 Seating People Cleaning tables Cashier Dickie'sBBQ - SantaClarita, CA April 2017 to May 2018 Cashiering Pantry/Food Preparation Cleaning Accountant Intern Merchant Bank Card Company - Valencia, CA November 2016 to May 2018 Accounting ? Filing ? Invoicing ? Quickbooks invoicing Education College of the Canyons 2018 to Present Saugus High School 2014 to 2018 Arizona State University Online Skills Fast learner (Less than 1 year), Organizational skills (Less than 1 year), Team player (Less than 1 year) Additional Information Skills FAST LEARNER, ORGANIZATIONAL SKILLS, TEAM PLAYER - Organizational Skills - Strong Leadership and communication skills - Self-motivated

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