

Night Auditor Night Auditor Macon, GA Seeking an entry level position that allows utilization of acquired skills that also provides room for growth. Work Experience Night Auditor Days Inn & Suites - Macon, GA July 2018 to Present Monitoring register process guests in their assigned room Accommodate guest requests Communicating with hotel staff on the status of guest rooms Up Selling guest rooms and promoting hotel services Handling cash payments Maintain a clean and neat front desk area prepare breakfast bar as well Event Specialist/ Merchandiser Advantage Solutions - Macon, GA September 2017 to Present Brings marketing to the public. While interacting with potential customers demonstrating a company's product or service Planograms etc. Front Desk Agent Econolodge - Macon, GA December 2015 to September 2017 . Register & process guests and their assigned rooms Accommodate guest requests Communicating with hotel staff on the status of guest rooms Up Selling guest rooms and promoting hotel services Handling cash payments Maintain a clean and neat front desk area Deli Associate/Customer Service / Janitorial Health Walmart - Macon, GA October 2015 to March 2016 Deli prepping salad dishes sandwich trays, slicing ham, event platters making sure everything sanitized Sanitizing Sweeping mopping waxing cleaning up spills dumping trash changing bags basically making sure stalls are clean at all times two men and women Skills Used Team work Cashier Nuways - Macon, GA December 2014 to May 2015 Greeting customers,counting money,ringing up items ,cooking, stocking condements and cleaning area when needed Database Administrator TheraPak - Buford, GA March 2011 to January 2012 Updating and maintaining information on computer systems and in archivas making sure it's accurate up-to-date and useable Support Associate Chico's - Winder, GA September 2010 to March 2011 Working in office answering phone processing order request by email or other method process orders provide assistance to customer our sales staff and address all complaints Customer Service Experience References References are available on request. Customer Service Representative Family Dollar - Macon, GA May 2008 to August 2010 Attracts different customers by answering product and service questions suggesting different information about product and service counting money inventory stocking cleaning Accomplishments Meeting a lot of different people and excellent customer service experience Skills Used Social skills,,Computer skills Education

Diploma in Computer Science, WestSide High School - Macon, GA 2005 to 2008 Skills Customer Service, Sales, Excel, Microsoft Office, Inventory, Team Building, Scheduling, Billing, Receptionist, Marketing, Cash Handling, Microsoft Word, Quickbooks Additional Information Job References Advantage Solutions Natasha Childress 4045009615 Fairfield suites by Marriott's Theresa Brown 4784612454 Walmart Shopping Center Stacey Walker 4784759150 Business Reference Ashleigh Hill 4787727376 Threasa Brown 4784612454

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