**Dirk Alsdorf**

5037 NE 29TH AVE

PORTLAND, OR 97211

Cell: (503)686-5503

Email: dirkalsdorf@yahoo.com

**Career Focus**

Dedicated customer service representative with motivation to maintain customer satisfaction and contribute to company success.

**Areas of Expertise**

• Cash Management

• Customer service oriented

• Strong organizational skills

• Creative problem solver

• Developed listening skills

• Excellent communication skills

**Accomplishments**

*Monetary Transactions*

• Handled cash, check, credit and automatic debit card transactions.

*Multi-Tasking*

• Cashiered with two cash registers at once in tandem to maximize customer flow.

*Computer Skills*

• 10 key typing

• HTML coding

• Word processing

• Charting data in Excel

**Employment Summary**

June 2007 to June 2008 Fred Meyer

Seattle, WA

Cashier/Barista

• Handled money, made espresso drinks, provided customer service at deli counter.

January 2012 to October 2012 Parentchildinteractive.com

Portland, OR

Quality Assurance Administrator

• Provided quality assurance for provider videos at a child development web startup.

• Computer skills utilized included HTML coding, word processing, charting data in Excel.

• Left in good standing, small startup lacked funds to retain my services.

**Education and Training**

2009 East-West College of the Healing Arts

Portland, OR, USA

Massage

LMT

After completing my studies at East-West College of the Healing Arts I took the three part board exam and became licensed in the spring of 2010.

2005 Western Washington University

Bellingham, WA, USA

B.A., History

**References**

Laurel Whitley, Deli Manager at Fred Meyer – (206) 297-4315

Barbara Ward, Personal Reference – (206) 890-1646

Nancy Dorman, Associate Director of Church Council of Greater Seattle -(206) 440-7970