**Tiffany M. Tomchak**

**1230 SE Morrison St. #204 – Portland, OR**

**(503) 477-2325 – tiffanytomchak@gmail.com**

**Objective**

I am seeking a part-time position while I continue my education at Portland Community College.

**Education**

* Certification in progress for Library/Media Assistant Portland, OR

Portland Community College, Sept. 2012-present

* Bachelor of Arts, Major: French; Minor: History Eugene, OR

University of Oregon, Sept. 2003-Dec.2007

**Work Experience**

* Delivery Driver, Lonesome’s Pizza Portland, OR

April 2012-January 2013

-Assist in taking customer phone orders, cleaning, and kitchen maintenance.

-To-the-door delivery of orders.

* Independent Agent, Aflac Portland, OR

January 2012-April 2012

-Consulted with businesses about introducing or expanding their employee benefits packages, in line with IRS compliance.

-Assist individuals in deciding what policies are best fit for individual needs.

* Lead Pet Care Associate and Cashier, PetSmart Portland, OR

September 2008-February 2012

*-*Assist in supervising the department concerned with smaller, caged pets, including the diet, hygiene, and overall health of animals.

-Providing fantastic customer service to all patrons, and making myself available as an informative resource to customers and other associates.

* Server and Delivery Driver, Jade Palace Eugene, OR

September 2007-August 2008

-Provided quality customer service to patrons of a well-established, family-owned restaurant known for delicious yet reasonably priced American Chinese food.

-Delivered takeout orders in a timely and efficient manner.

* Night/Swing Lead and Server, Bene Gourmet Pizza Eugene, OR

October 2005-July 2007

-Provided customer service in a fast-paced, trendy eatery by taking and putting together food orders and either serving them or preparing them for takeout.

-Supervised the running of kitchen and dining room in the absence of the General and Store Managers by assisting in food prep during the day and refocusing on customer service during the lunch and dinner rushes.

**References**

Eric Gatter (360) 909-9332

Natalie Jeffrey (503) 957-1134

Jason Kaiser (503) 734-7228

More available upon request.