|  |
| --- |
| Lauren Boone |

1185 Lakewood Dr Pacific MO 63069| (636)-393-2169| Lauren\_Boone@insiderranken.org | www.linkedin.com/in/lauren-boone-5774992a5

# Profile

**Hard worker with customer service and experience in web design and coding. Detail oriented and handled the planning of daily necessary tasks and timeline setting to ensure best possible service.**

# Experience

## keyholder | TORRID at west county mall| October 2021 to present

* **Ensure customers have quality experience in the store**
* **Maintained high level of products knowledge**
* **Used expert level communications skills to zero in on true customer needs.**

## CUSTOMER SERVICE PROVIDER |vortex Surgical | June 2016 to present

* Took phone call orders from surgery centers
* **Verified inventory by comparing the items to the physical counts of stock.**
* Scanning and sorting incoming and outgoing stock.
* Kept spreadsheets up to date and correct

# Education

## CURRENTLY attending RANKEN |SEPTEMBER 2023 | PARR RD, Wentzville, MO 63385

# Skills & Abilities

|  |  |
| --- | --- |
| * Can code in C, HTML, CSS, JavaScript, Python * Knows how to use adobe programs * Customer service skills | * Performs well under pressure * Proficient with point-of-sale equipment * Good Written and verbal communication skills |

# Activities and Interests

History, Crochet, reading, and volunteering