

# Lauren Boone

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## 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
- Performs well under pressure
- Knows how to use adobe programs
- Proficient with point-of-sale equipment
- Customer service skills
- Good Written and verbal communication skills

## Activities and Interests

History, Crochet, reading, and volunteering