

REBECCA E. KNIGHT
810 Donaldson Rd. Lot # 21
Greenville, SC 29605
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Abilities

- Customer service skills and experience with multiple phone lines
- Ability to resolve customer issues
- Prioritize and manages various tasks according to level of importance
- Medical Terminology certificate
- Typing 30+ wpm
- 10+ years cash register experience

Employment History

Pharmacy Technician in Training

03/31/2015 – Present CVS

Customer service, answering phones, filling prescriptions, running a register & cleaning up the pharmacy.

Shift Lead Manager, Retail Salespersons

08/2009 - 05/2014 Walgreens

Customer service, opened and closed the store, ran the store by myself, was in charge of other employees from 5 to 10 at a time, counted cash registers, cleaned when needed, hung and pulled tags, put up stock, checked in the truck and vendors, set resets, pulled outdates, worked in the pharmacy when needed, helped make a list for the other employees to do for the day, ran a register and answered a multi phone line.

Toddler/Floater Teacher, Childcare Workers

09/2008 - 06/2009 Friday's Child Care

Taught children from ages 1 month to 12 years and cleaned the facility. Taught ABC's to 123's.

Senior Certified Pharmacy Technician, Pharmacy Technicians

01/2001 – 03/2006 Walgreens

Customer service, typed and filled prescriptions, answered a multi phone line, ordered medications, stocked medications, scheduled other technicians, ran a register, cleaned the pharmacy, stocked the supplies and took the prescriptions that were called in by a Dr. off the automated system.

Education History

Issuing Institution	Location	Qualification	Course of Study
Athens Drive	Raleigh, NC	High School Diploma	General High School Curriculum

Certifications

Certification Title	Issuing Organization	Completion Date
Medical Terminology	Surry Community College	08/2009