

Violet Stanziani

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EDUCATION

Hunter College, The City University of New York New York,NY
Bachelor of Arts May 2021
Major in Anthropology; Minor in English

EXPERIENCE

- 4/2017-Present **Childcare**, Jersey City, NJ
- Choose creative and physically active learning based activities to engage child
 - Assist with education in subjects such as STEM & reading
 - Developing a sense of responsibility in child by making clean up a team effort
 - Involve child in meal prep while emphasizing nutrition
 - Perform bedtime routine consisting of reading, singing and staying with child until they falls asleep
- 11/2019-01/2021 **CAMP**, New York, New York
- Store Experience Associate*
- Create a welcoming and exciting experience for customers entering store
 - Facilitate a variety of classes for children of all ages
 - Work in a fast paced tourist destination, executing a multitude of tasks efficiently, increasing retail profits
 - Create a true family environment not only for the customers but for the staff as well
 - Process transactions and sign customers up for rewards system
 - Inform customers about the companies vision, work and programs
 - Create and maintain beneficial customer relationships
- 5/2018-11/2019 **Papersource**, New York, New York
- Customer Service Associate*
- Enthusiastically welcome customers and asses and fulfill their needs to enhance their shopping experience

- Train and support new company employees
- Efficiently process transactions in a fast paced environment
- Appropriately acquire customers registry information
- Fulfill large and small balloon orders consisting of latex and Mylar balloons
- Stock and organize inventory while maintaining accurate product displays
- Perform the steps on the opening and closing checklists, so the store can operate effectively
- Attend to each individual customer in a high pressure environment while being mindful of sales goals
- Head and promote exciting creative workshops

8/2017-4/2018

Saminski Rodriguez Law Group, LLC, Hoboken, NJ

Administrative Assistant

- Multitasked in an active family law office
- Maintained various filing systems and client files in chronological order
- Engaged in independent research tasks for attorneys
- Fulfilled needs of attorneys and office staff including, ordering lunch, performing messenger duties, etc.

SKILLS

Thorough and capable researcher, Critical thinker, Proficiency in Microsoft Office Suite, Xerox experience, Knowledge of different research programs, Ability to create and maintain customer relationships, Enthusiastic and friendly, Team player, Quick learner, Good listening skills, Detail oriented, Cash-handling experience, POS system experience, Ability to walk or stand for long periods of time, Motivated to exceed sales goals, Basic Mandarin proficiency, Basic German proficiency