

Denea Torrance

Lancaster, TX 75146

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My name is Denea Torrance, and I am from Oklahoma City. I recently moved to Dallas, TX to pursue a fresh start. I am a strong minded and hard working individual. I am also a team player and enjoy leaning new things and working with great people. To be granted this opportunity of becoming apart of this team, will be a great experience that I look forward to.

Willing to relocate to: Dallas, TX

Authorized to work in the US for any employer

Work Experience

Cashier/Sales Associate

7-Eleven - Richardson, TX

August 2018 to Present

Receive payment by cash, check, credit cards, vouchers, or automatic debits. Issue receipts, refunds, credits, or change due to customers. Count money in cash drawers at the beginning of shifts as well as the end of the shift, while ensuring customers has a great shopping experience.

Janitorial Worker

Pritchard Sports and Entertainment - Oklahoma City, OK

November 2017 to July 2018

Maintaining a nice clean building by removing trash, sweeping, mopping, sanitizing bathrooms, and occasionally unitizing the forklift.

Debt Collector

Auto Finance USA - Oklahoma City, OK

November 2017 to March 2018

Maintain accounts that are 25+ days past due. Discussing the repayment of outstanding debts owed to a Financing company by contacting the primary party and negotiating a affordable payment plan to recover all debts owed. Processing payments. Arranging payment plans. Document requesting. Verifying information. Filing Repossession summaries. & Processing inbound and outbound calls.

Cashier/Customer Service

Walmart - Oklahoma City, OK

September 2015 to August 2017

While helping with ending a shopping experience, I also Assist with check cashing, money wiring (sending & receiving), issuing money orders, refunds, exchanges, payment processing and package handling.

Customer Service Representative/Call Center

Williams-Sonoma, Inc - Oklahoma City, OK

August 2012 to January 2015

Assisting customers from all the world with placing their orders from on catalogs, product issues and product information. I also issue refunds, credits, and gift cards and package information and even simply locating a store near customers location.

Education

Certificate in Centers Of Early Childhood Professional Development

The University of Oklahoma - Oklahoma City, OK

February 2015

High School Diploma

Douglass High School - Oklahoma City, OK

May 2011

Skills

Clean, Custodial, Janitorial, Customer Service, Food Service, Quality Focus, Problem Solving, Market Knowledge, Documentation Skills, Listening, Phone Skills, Resolving Conflict, Analyzing Information , Multi-tasking