

Hello

I'm Tiffaney Williams

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Career Objective

Seeking to join a company that offers me a stable and positive atmosphere and inspires me to advance my skills.

Experience

June 2016-August 2016

Believing In Our Future Inc. ,Seagoville, TX- Summer Camp Teacher

Fellowship Holiness Church

- Served nutritional breakfast, hot lunches and snacks daily to children
- Supervised water play and outside activities
- Helped children create arts and craft projects and played games

January 2006-Present

A Plus Cleaning Service, Mesquite, TX- Housekeeper

- Performed a combination of light cleaning duties to maintain private households and commercial establishments
- Provided a sanitized environment for the safety and well-being of clients
- Performed a range of housekeeping duties including trash removal, dusting, cleaning of restrooms, kitchens, fixtures, and surfaces

- Removed soiled linens, cleaned, sanitized, and prepared beds
 - Vacuumed, swept and wet mopped common areas

August 1995-May 2015

Elderly Care, Dallas, TX- Caregiver

- Provided stabilization and assistance with walking
 - Prepared and served meals for the clients
 - Provided medication reminders and appointment reminders
 - Ran errands
 - Accompanied client to appointment
 - Assisted with bathing and grooming
- Kept records of everyday activities and health information regarding client

Childcare Provider, Dallas, TX- Caregiver

- Read to children and taught them ABC's, numbers, and arts and craft activities
- Provided inside and outside recreational activities
- Transported older children to and from school
- Served nutritious meals and healthy snacks daily
- Communicated with parents regarding daily activities and behaviors
- Dressed children changed diapers and /or potty trained

September 2005-March 2007

Home Depot, Irving, TX- Cashier

- Greeted customers coming into establishment
- Received payments by cash, checks and credit cards
- Solved inquiries of customers
- Promoted company's programs such as warranty sales and private label credit cards
- Maintained daily records of transactions
- Provided training assistance to newly joined cashiers

March 2002-October 2004

Kohl's, Arlington, TX- Overnight Freight Team Member

- Unloaded processed and stocked all incoming freight to the sales

- floor and stockroom areas
- Processed and prepared receipt of fixtures and supplies
- Replenished merchandise to the sales floor from the stockroom
- Assisted in processing incoming/outgoing transfers and returned to vendors

Education

August 1992-May 1993

Mansfield Business School- *Arlington, TX*

August 1988-May 1992

Lobias Murray Christian Academy- *Dallas, TX*