***Alexis R. Wright***

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| **Objective** | To obtain a position in which it allows me to utilize my skills and talents as well as explore advancement opportunities within the company. I am a goal-oriented individual who has the passion for helping others. |

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| **Education** | **University of Texas – Arlington**, Arlington, TX  Projected Graduation Date: 2020  Major: Nursing | 2016-present |

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| **Experience** | **Family Dollar**  Cashier  • Greet all customers and make sure all are provided with great customer service;  • Make sure all customers are given correct amount of change;  • Maintain clean and organized workstation.  • Scans items, provide change, balance drawer, and process card transactions;  **QuikTrip**  Clerk   * Responsible for taking money in the form of cash, check, or credit card from patrons in exchange for food or services; * Scans items, provide change, balance drawer, and process card transactions; * Open and close kitchen including food preparation. | March 2018 – Present  July 2016 – June 2017 |
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|  | **E Quality Corporation**  File Clerk/Receptionist   * Answer and forward phone calls and messages; * Input data into Word documents and Excel spreadsheets. | May 2016 – Aug 2016 |
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|  | **Walmart**  Cashier   * Greet all customers and make sure all are provided with great customer service; * Make sure all customers are given correct amount of change; * Maintain clean and organized workstation. | Jan 2015 – Aug 2015 |
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|  | **Marshall’s**  Sales Associate   * Greet all customers and make sure all are provided with great customer service; * Answer all customer questions and calls. | June 2014 – Dec 2014 |
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|  | **United Way of Metropolitan Dallas**  Receptionist   * Greet all individual CEO’s; * Answer and forward phone calls and messages; * Input work hours into excel spreadsheet; * Organize and help prepare for luncheons. | Summer Intern 2014 |

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| **References** | Available upon request |

Patient Care Technician