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| Deja Poe  **1116 Riley Dr. Glenn Heights, Tx · Contact #972-674-0684**  dejaransom40@gmail.com |
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# Experience

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| Deli Clerk, Sprouts farmers market \*Providing premier customer service, including greeting them and responding to questions  \*Maintaining high standards for product freshness and sanitation  \*Dynamically selling product by providing customers with information needed to make product-related decisions  \*Selecting and packaging products ordered by customers\*Filling, maintaining and rotating products and displays\*Preparing special orders and party trays\*Operating cash registers, meat and cheese slicers, oven, fryer, microwave, cutting tools, scale and other Deli equipment\*Assisting in other duties, as assigned  Sprouts Farmer Market  Cedar hill. Tx  February-2017March-2018 |
| pharmacy technician, Tom Thumb Pharmacy Technician  \*Helps health care providers and patients by greeting them in person and by phone; answering questions and requests; referring inquiries to the pharmacist.\*Maintains pharmacy inventory by checking pharmaceutical stock to determine inventory level; anticipating needed medications and supplies; placing and expediting orders; verifying receipt; removing outdated drugs.\*Maintains a safe and clean pharmacy by complying with procedures, rules, and regulations.\*Protects patients and employees by adhering to infection-control policies and protocols.\*Organizes medications for pharmacist to dispense by reading medication orders and prescriptions; preparing labels; calculating quantities; assembling intravenous solutions and other pharmaceutical therapies.\*Maintains records by recording and filing physicians' orders and prescriptions.\*Generates revenues by calculating, recording, and issuing charges.\*Ensures medication availability by delivering medications to patients and departments.\*Prepares reports by collecting and summarizing information.\*Contributes to team effort by accomplishing related results as needed  Tom Thumb Pharmacy  Desoto, Tx  August-2018Currently  **Sales Associate**, Pier 1 Imports  Sales Associate  \*Basic understanding of sales principles and customer service practices  \*Knowledge of customer and market dynamics and requirements\*Solid communication and interpersonal skills\*Effectively communicate with customers, peers and management\*Telephone etiquette\*Ability to multi-task, while being attentive to customers and remaining flexible to the needs of the business\*Ability to work as part of a team and take initiative independent of direct supervision\*Physical demands: This position involves constant moving, talking, hearing, reaching, grabbing and standing for at least two consecutive hours. May occasionally involve stooping, kneeling, crouching and climbing ladders\*Customer service focus\*Enthusiastic, friendly and energetic with a genuine desire to provide outstanding service  Pier 1 Imports  Cedar hill, Tx  May-2018Currently |

# Education

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| associates in science, cedar valley college \*GPA-3.5 \*Offer to enroll in student honor program  Cedar Valley College  Lancaster.TX  2019 |
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# Skills

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| * Customer Service * Sales * Organization * Multi-tasking * Cashier experience   Microsoft &Power Point   * Medical billing and insurance |  |