Rebecca Anthony-Beacham

925 Magnolia Lane

Lancaster, Texas 75146

(214) 809-2143

Objective:

I would like to explore opportunities that will enhance my abilities in the Customer Service and Management fields.

Education:

Cedar Valley College Lancaster, Texas January, 2012 – May, 2013

Business Administration

PCI Health Training Center Dallas, Texas February, 2003 – June, 2003

Medical Office Assistant

4.0 Grade Point Average

Erwin Chiropractic Clinic Dallas, Texas June, 2003 – September, 2003

200 Extern Hours

Dallas Youth Service Corps Dallas, Texas March, 1998 – September, 1998

General Equivalency Diploma

1300 Community Service Hours

Skills:

Billing and Coding Setting Appointments

Providing Help to Customers Keeping Inventory

Stocking Shelves Answering Telephones

Filing by Letters/Numbers Child Care

Cashier/Cook/Food/Server

Professional Experience

Sodexo Lancaster, Texas July, 2018 – May, 2019

Cashier/Cook/Food Server

Southwest Foodservice Excellence Lancaster, Texas August, 2016 – June, 2018

Child Nutritionist

Aramark Schools Lancaster, Texas August, 2014 - 2016

Child Nutritionist

Lancaster ISD Lancaster, Texas March, 2014 – June, 2014

Child Nutritionist

Stay Home Mom Lancaster, Texas November, 2007 – March, 2014

Being a Full Time Mom

Second Avenue Carwash Dallas, Texas August, 2005 – November, 2007

Office Clerk/Book Keeping

REFERENCES UPON REQUEST