**Bonnie Lawson**

972-970-2620

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**Objective**: To obtain a challenging career opportunity that will allow my skills and knowledge to contribute to a company’s success. My ability to multitask and acquire new skills makes me suitable for any position.

**Education**: August 2016- May 2017 Cedar Valley College Dallas, TX Education Courses Completed January 2012- May 2016 Skyline Magnet Center Dallas, TX

**Employment Experience**

**1/2016-current New Metric Home Health**

**Home Health Aid**

* Monitored patient condition by observing physical and mental condition
* Assisted patients with daily exercising
* Provider housekeeping and laundry services as well as minor shopping for food
* Prepared small meals
* Protected the home health agency by adhering to professional standards.
* Maintained a friendly and positive attitude with each patient.

**11/2016-03/2017 Walmart Supercenter Dallas, TX**

**Sales Associate**

* Assisted customers while generating sales
* Answered customer questions about product, policies and services
* Helped employees stay motivated and work in a team enviornment
* Assisted fellow assosciates throughout the day arounf the store
* Assisted new hires on how to perform their job effectively

**Cashier**

* Conduct financial transaction using digital registers by taking cash in exchange for goods
* Process debit and credit card as well as ensured that all receipts were signed and cards returned
* Applied discount coupons in exchange for purchase
* Verified customer’s age regarding restricted items limited to age

**04/2015-11/2016 American Airlines Dallas, TX**

**Parking Attendant**

* Regulated parking and traffic in assigned lot and restricted unauthorized vehicles
* Collected fees for parking and issued receipts
* Maintained order and sercurity in the assigned lot
* Monitored suspicious activity and reported properly
* Cleaned debris from parking lot
* Ensured cameras were properly working in the event of an accident
* Escorted customer to their vehicles if needed
* Issued tags to customers to put in their windshields for display

**1/2015-1/2016 Passion05 Home Health Agency**

**Home Health Aid**

* Assisted elderly and disabled people living in their own homes with day to day needs.
* Helped patients with routine personal care and housekeeping.
* Administered medication, changed bandages in accordance with doctor’s orders
* Assisted with minor cleaning in small areas of the patients home
* Supported patients through their recovery

**Skills**: Exceptional Customer Service, Microsoft Programs-Excel, Word 2007, Power Point

**Qualifications**: Self Starter, works well independently or in a group, able to learn new concepts quickly, exceptional customer service skills, ability to prioritize and remain focused on daily responsibilities.

**References**

Available upon request