# LINDSAY FARMER

## SUMMARY

An adaptable, enthusiastic employee with experience in varying fields. As a creative and detail oriented individual with a keen eye for asthetics, I'm seeking an opportunity with Chocolatá to better leverage those skills.

# SKILLS









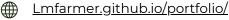




# CONTACT



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## WORK EXPERIENCE

#### SHIPT SHOPPER

Shipt Inc. | 2018-2022

- Accurately shop customer orders in a timely manner.
- Serve clients with knowledgable, friendly support and excellent communication from shop to delivery.
- Use great attention to detail when offering substitutions for out of stock items.

## ASSISTANT MANAGER

Arlington Properties | 2018-2021

- Collected and posted rental payments.
- Recieved, coded, and paid invoices.
- Communicated with residents to resolve rental, management, and maintenance issues.
- Leased apartments, processed and approved applications
- Coordinated resident events.

### **RECEPTIONIST**

Cahaba Beach Dog Park | 2014-2018

- · Welcomed guests and checked them in.
- · Organized and managed client files.
- Scheduled boarding stays and other appointments.
- Updated website and social media.

## OWNER & CREATOR

Three Yellow Finches | 2011-2017

- Crafted pillows by hand designed, painted, and sewed.
- Composed designs using both drawn and digital elements.
- Worked directly with customers to ensure they were satisfied with the product and experience.

# EARLY WORK EXPERIENCE

2005-2011

Held various postions for multiple companies in the service and retail industries, in both back of the house and customer facing spaces, from entry level to managment. These roles provided me with excellent knowledge in customer service, sales, and operations.