

REBECCA SHIVELY

Graphic Designer

EXPERIENCE

Torchy's Tacos

Expeditor | August 2022 - current

- Prepare and stock necessities for the kitchen
- Ensure orders leave the kitchen in a timely manner
- Communicate needs between front and back of house

Fry's Grocery Store

Cashier | March 2020 - May 2022

- Ring orders using a POS system
- Monitor customers at self-checkout
- Run Customer Service Desk including sale and redemption of lottery tickets, answering phones, and loyalty program
- Conduct Western Union transactions, money orders, and check cashing

Garcia's Mexican Restaurant

Server | July 2019 - Feb 2020

- Take orders and input items into the computer system
- Serve customers, run orders, and bus tables
- Manage cash and credit card transactions

Barro's Pizza

Front of House | June 2015 - July 2019

- Shift lead, responsible for closing and training new employees
- Take orders, in-person and by phone using POS system
- Manage cash and credit card transactions

EDUCATION

Phoenix College

Associate Degree in Graphic Design | Dec 2022

Arizona State University

Bachelor of Arts in Forensic Psychology | May 2020

SKILLS

Visual Layout
Typography
Color Theory
Branding
Ideation
UI Design

SOFTWARE

Adobe InDesign
Adobe Illustrator
Adobe Photoshop
Adobe Dreamweaver
Microsoft Programs
HTML/CSS

CONTACT

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