**Customer Service**

**Location:**

[Mojave, CA, 93501](https://www.postjobfree.com/l/Mojave,-CA,-93501/resumes)

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**Contact Info:**

rosemariebyrd@ymail.com  
805-328-9508

ROSEMARIE BYRD

14320 Lear Street Mojave California, 93501

(805) 328-9508 Cell

Email: rosemariebyrd@ymail.com

OBJECTIVE: Seeking employment with advancement opportunities to utilize my

skills and abilities.

HIGHLIGHTS OF QUALIFICATIONS

^ 4 years in the Customer Service/Retail Industry

^ Dedicated to quality in service, product, and professionalism

^ Dependable, Hardworking, efficient, and highly reliable

^ Learn new systems quickly, following policies

^ Maintained excellent public relations with customers

^ Poised and professional, dedicated to helping others

^ Proficient in handling customer concerns and complaints

^ Supervised others, acted in the capacity of lead associate

^ Train new employees, assign responsibilities and duties

SKILLS AND ABILITIES

^ Cashiering ^ Customer Service ^

Display Merchandise

^ Effective Listening Skills ^ Inventory Control ^

Leadership Communications

^ Leadership Qualities ^ Management Experience ^

Positive Employee Relations

EXPERIENCE

Management (Department/Support)

Scheduled employees, participated in the interview process, trained new

employees, participated in the firing process, assigned specific duties to

associates, performed sales floor work such as greeting customers,

assisting customers, stocking shelves, ordering, placing displays,

inventory control, comp shopping, yearly or 60 day evaluations, resolve

customer complaints, and provide knowledgeable information about

products/store.

Cashier

Received payments by cash, check, credit or debit, issued receipts,

refunds, credits, or change due to customers, count money in cash drawer at

beginning of shift to ensure amounts are correct and there is an adequate

amount, greet customers entering establishment, maintain clean/orderly

checkout area, resolve customer complaints, answer customer questions and

provide information.

House Cleaning

Dust and polish furniture and equipment, sweep, scrub floors using brooms,

mops, wash windows, walls, ceilings, and woodwork as necessary, clean

mirrors, stoves, cabinets, oven, tubs, bathrooms, and closets.

WORK HISTORY

House Cleaner - All American Painting Lancaster,CA

WalMart - Department/Support Manager Simi Valley,CA

Telemarketer - Parkway Financial Simi Valley,CA

Customer Service Cashier - Ross Simi Valley,CA

EDUCATION

Inland Empire Job Corps - Electrical San Bernardino, CA

Inland Empire Job Corps - GED San Bernardino, CA

REFERENCES

Available upon request