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| **Brendan Smith**  Customer care & cashier  **SUMMARY / OBJECTIVES / PROFILE**   |  | | --- | | Seeking a position as a cashier in a reputable organization |   **Work EXPERIENCE**   |  | | --- | | **Customer service cashier, SCOTTSDALE Golf course** | | Scottsdale, Arizona — 2012-2015 | | **Responsibilities**: | | * Collecting payments by accepting cash, check, or charge payments from customers; making change for cash customers. * Verifying credit acceptance by reviewing and recording driver's license number; operating credit card authorization system. * Balances cash drawer by counting cash at beginning and end of work shift | | **Accomplishments:** | | * Ut enim ad minim veniam, quis nostrud exerc. | | * Exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. | | * Ut enim ad minim veniam, quis nostrud exerc. |  |  | | --- | | **Customer Service Cashier, Phoenix International** | | Phoenix, Arizona — 2011-2013 | |  | | **Responsibilities:**   * Redesigning of checkout procedures * Handling online banking transactions * Attending to customer’s cash related issues and finding effective resolutions * Handling cash, check, and credit card transactions * Recording daily transactions | | **Achievements:** | | * Employer of the year Award - 2012 | | * Increased customer satisfaction level by 25% | | * Personal customer service satisfaction level of 96% |   **EDUCATION**   |  | | --- | | **Bachelor of Business administration** | | Northern Arizona University — 2010-2014 | |  | | Maecenas pellentesque luctus nulla eget sodales. Donec efficitur vitae diam at vulputate. Pellentesque eu placerat mauris. |  |  | | --- | | **Bachelor of arts** | | Brentwood College of Commerce — 2006-2010 | |  | | Sed ultricies egestas purus, sed ultricies risus facilisis interdum. Ut rhoncus, eros non aliquet finibus, turpis urna tristique nulla. | | |  | | --- | | **Personal details** | |  | | 4594 – Fleming Way. | | Flagstaff, AZ 23831 | |  | | T (123) 456 7899 | | M 000 000 000 | |  | | brendan@smith.com |  |  | | --- | | **Professional Skills** | |  | | Proficient with: | | MS Office, Photoshop | |  | | Experienced graphic artist well versed with: | | Adobe Photoshop, Adobe Illustrator and After effects | |  | | Charismatic and confident public speaker |  |  | | --- | | **Languages** | |  | | English | | native language | |  | | Italian | | Advanced: speaking, reading  Intermediate: writing | |  | | Spanish | | Intermediate: speaking, reading  Basic: writing |  |  | | --- | | **References** | |  | | Roger Lewis | | T 000 000 0000 | | email@address.com | |  | | James Moody | | T 000 000 0000 | | email@address.com | |
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