

Mewael B. Tekle

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OBJECTIVE:

To obtain challenging employment with an opportunity to excel within the customer service industry.

EXPERIENCE:

Jos Bank, Los Gatos, CA

Title: Customer service & sales representative

Dates of Employment: November 2011 to February 2012

Responsibilities: Responsible for providing excellent customer service.

Responsible for debit, cash, returns, and credit transactions

SGK Home Solutions, San Jose, CA

Title: Marketing Representative

Dates of Employment: July 2011 to October 2011

Responsibilities: Responsible for advertising and marketing for the company.

AT&T, San Jose, CA

Title: Buyer

Dates of Employment: January 2010 to July 2011

Responsibilities: Responsible for advertising for the company.

Responsible for providing excellent customer service.

Responsible for handling cash.

Responsible for opening and closing the store.

Ross, San Jose, CA

Title: Loss Prevention

Dates of Employment: August 2006 to December 2009

Responsibilities: Responsible for excellent customer service.

Responsible for providing a safe environment for employees and customers.

SKILLS

Customer Service

Filing/Organizing

Sales

Cashiering

Internet/Various Software

Microsoft Office

EDUCATION

San Jose Job Corporation (Computer Degree) San Jose, CA 2007- 2009

West Valley Community College (Business Major) Saratoga, CA 2010- 2012

REFRENCE AVAILABLE UPON REQUEST