

1462 2nd Street, Livermore, CA 94550
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Amarylliz Medina Baysa

SUMMARY OF QUALIFICATIONS

- Experienced in retail sales, great customer service skills and known to be very genial with customers and staff
- Has receptionist experience, able to multi-task efficiently
- Hardworking and driven in any situation and always maintains a positive attitude
- Responsible for own actions and organized

EDUCATION

San Jose State University

1 Washington Square
San Jose, CA 95192
Chemistry/Biochemistry Major, 8/2011-Present

Livermore High School

600 Maple Street
Livermore, CA 94550
Graduated 6/2011

EXPERIENCE

24 Hour Fitness San Jose, CA 3/2013-1/2014

Service Representative

- Monitor and assist members during check-in
- Cash handling and sales of various nutrishop products
- Direct calls throughout various departments in club and inform members
- Conduct hourly club walks to ensure facility is clean

Nordstrom San Jose, CA 10/2012-1/2013

Sales Associate

- Meet weekly SPH goals
- Execute daily stock assignments
- Perform efficiently under highly competitive/commission based standards
- Embody Nordstrom's 4 Principles of Selling

Western Dental Livermore, CA 2/2012-7/2012

Receptionist

- Provide patients with the "Ultimate Patient Experience"
- Perform receptionist duties in a timely manner
- Verify insurances and run payments
- Execute closing tasks at end of the day

Aldo Shoes Pleasanton, CA 6/2010-8/2011

Sales Associate

- Maintain and exceed sales goals and company statistics
- Using the POS system to finish up sales
- Assist during window updates and seasonal sequence changes

REFERENCES

Available upon request