

1462 2<sup>nd</sup> Street, Livermore, CA 94550  
Cell: (209) 679-3776 • Email: AmaryllizBaysa@yahoo.com

# 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 effeciently 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*