

Kelly Kilkner

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OBJECTIVE: To secure a position that allows me to utilize my skills.

EDUCATION:

A.A Social Science In progress

Solano Community College, Fairfield, CA

High School Diploma

Will. C. Wood High School, Vacaville, CA

SKILLS:

- Clean CA license, Forklift certification, OSHA certified, Customer Service certification.
- Knowledge of Microsoft Word, Outlook, Excel and Internet
- Ability to keyboard @ 50+wpm
- Cash Register
- Excellent communication and interpersonal skills

PROFESSIONAL WORK EXPERIENCE:

Aide for DSP April 2011 - December 2011
Solano Community College, Fairfield, CA

Senior Beauty Consultant March 2009 - December 2011
At-Home Business, Vacaville, CA

Receptionist/Cashier August 2006 - August 2007
Nissan, Hill Top Mall Auto Mall, Richmond, CA

Cashier/loss Prevention January 2004 - February 2006
Home Depot, Vacaville, CA

Key Holder/Sales Rep November 2001 - January 2004
Lady Fitness, Vacaville, CA