

Diana Gonzalez

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OBJECTIVE:

Seeking a position in which I can contribute current skills and abilities

EDUCATION:

Tennyson High School - Hayward, California 2006-2010
Unitek College- Fremont, California 2011-2012
Chabot College- Hayward, California 2013-Present

WORK EXPERIENCE:

New Tiburcio Vasquez Health Center Pharmacy- Union City, California
Pharmacy Clerk

June 2012- October 2014

- Typing prescriptions and handing out medication to patients
- Answering phone calls from patients as well as from doctors
- Return to stock (RTS) putting back medication where they belong
- Receive and unload medication bins (checking invoices)

Sonic Drive In- Hayward, California

August 2011- May 2012

Drive thru cashier

- Taking orders
- Making drinks
- Expo (bagging food)
- Cashier duties
- Providing quick and friendly customer service

Finish Line- Newark, California

August 2010- December 2011

Sales Associate

- Cashier duties
- Restocking shoes in our backroom
- Mailing out products to customers
- Reaching sales quotas monthly

RELATED SKILLS:

- Able to multitask
- Ambitious
- Bilingual: English and Spanish
- Computer experience
- Fast learner
- Food Handlers License
- Independent worker as well as a team player
- Punctual