

Jordan Clark□

□

1404 East 100th St.□

□

Los Angeles, Ca 90002□

□(323) 787-8769

□

Jordan_C9@yahoo.com□

□

□

Objective □

□

Gainful employment□

□

□

Professional Experience□

□

:Waitress□

□

-Shakey's□

□

2522 E Florence Ave□

Huntington Park, CA 90255□

1870

1871

1872

1873

1874

1875

1876

1877

1878

1879

1880

1881

1882

1883

1884

1885

1886

1887

1888

1889

1890

1891

□

(323) 582-5421□

□

September 2014- November 2015□

□

-Greet customers□

□

- Take orders□

□

-Answer customers inquiries□

□

- Maintain a clean environment□

□

-Answer phone calls□

□

□

Skills□

□

-Reliable, Punctual □

□

-Strong communication skills□

□

-Hard working□

10/10/2014

September 2014 - November 2014

- Customer service

- Team leader

- Answer customers inquiries

- Maintain a clean environment

- Answer phone calls

Skills

- Reliable Punctual

- Strong communication skills

- Hard working

□

-Positive attitude□

□

-Ability to multi-task□

□

□

Leadership□

□

-Los Angeles Regional Food Bank: June-Aug 2011□

□

-Burbank Temporary Aid Center: Feb – April 2014□□□

Education

□

-HS Graduate;Champs Charter HS: May 2014 □

□

1870

1871

1872

1873

1874

1875

1876

1877

1878

1879