

# Jozette Rios

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**Objective:** To obtain employment in sales that will allow me to utilize and further my skills in customer service.

## SKILLS AND QUALIFICATIONS:

- Customer Service
- Trainable and eager to learn new skills
- Money management and transactions
- Team player as well as self motivated
- Excellent communication skills: both verbal and written
- Exceptional organizational standards
- Positive attitude with a great work ethic
- Ability to provide excellent customer service and satisfaction
- Excellent at multitasking and prioritizing
- Detail oriented with focus on top quality work

## WORK EXPERIENCE:

**Shoreline Apitheater**  
currently employed

Mountain View, ca

5/1/16-

\*traffic director

\*traffic assistant

**Black Angus Steak House,**  
1/10/15-9/28/15

Milpitas, ca

\*dishwasher

\*food prep

Line Server Associate

Hometown Buffet  
7/2014

Milpitas, CA

2/2014-

- Handing out food to customers
- Inventory checking and stock
- Provided excellent customer service
- Line server
- Responsible in setting up tables

## Cashier/Floor Associate

TJ Max  
12/2013

Santa Clara, CA

3/2013-

- Cashiering
- Responsible in answering a multi-line phone system
- Responsible in cleaning floors
- Dressing room attendant
- Responsible in closing and opening store

## House Keeper

Self Employed  
4/2011

Santa Clara, CA

1/2011-

- Responsible in keeping all rooms clean
- Responsible in keeping yard groomed
- Trimming grass line
- Cutting rose bushes and cleaning up trimming

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Victorias dance and costume  
\*helping with recovery of items  
\*cashiering  
\*customer service  
\*floor assistance  
\*maintanance  
\*opening

**EDUCATION:**

Metro Education  
2011

San Jose, CA

- Pursuing GED

**References Available Upon Request**