

CINTHYA LOPEZ

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SUMMARY

Currently working two jobs, I am highly energetic, outgoing and detail-oriented. Handles multiple responsibilities simultaneously while providing exceptional customer service.

HIGHLIGHTS

- Organized
- Time management
- Detail-oriented
- Excellent multi-tasker
- Flexible schedule

ACCOMPLISHMENTS

WORK EXPERIENCE

DOLLAR TREE

Redlands, CA

Cashier/Stocker

01/2014 to 12/2014

Answered customers' questions and addressed problems and complaints in person and via phone. Opened and closed the store, which included counting cash drawers and making bank deposits. Maintained visually appealing and effective displays for the entire store. Kept current on market and product trends to effectively answer customer questions.

IN HOME SUPPORT SERVICE

Redlands, CA

Caregiver

12/2014 to 10/2016

Cleaned and maintained bathrooms and showers and swept and mopped floors. Removed breakfast and lunch garbage after each meal period. Traveled to and from work sites in a timely manner. Emptied all trash cans and replaced liners. Read and recorded temperature, pulse and respiration. Planned, prepared and served meals and snacks according to prescribed diets. Provided transportation, assistance and companionship to clients. Cleaned and organized patients' living quarters. Performed household tasks such as laundry, dusting, washing dishes and vacuuming.

KIMCO STAFFING

Redlands, CA

General Warehouse Worker

08/2016 to 10/2016

Maintained accurate stock records and schedules. Selected products for specific routes according to pick sheets. Processed customs duties and fees quickly to release international shipments. Oversaw special orders and after-hours, urgent shipping jobs. Unloaded, picked, staged and loaded products for shipping. Resolved service issues in a timely manner, including coordinating and processing returns. Followed proper selection procedures as established by the company. Worked at a rapid pace to meet tight deadlines.

EDUCATION

ASSOCIATE OF SCIENCE: NURSING

2020

San Bernardino , San Bernardino , CA, San Bernardino
3.65 GPA