

Carolyn Butts

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Authorized to work in the US for any employer

WORK EXPERIENCE

Packing and shipping

OptumRX - Overland Park, KS - March 2015 to August 2016

Scan correct paper work to prescription to ship them out

Assistant Manager, Cashier, Retail

Pilot Flying J - Kansas City, MO - August 2014 to September 2015

Responsibilities

Manage front desk, Comdata, Cat Scale, Cash Checks, Serve Food, Clean

Sales Associate/Cashier

The Paradise Shop - Dallas-Fort Worth, TX - April 2014 to August 2014

Responsibilities

Stock shelves, run cash register, clean, customer service, pick and pull orders inside warehouse

Accomplishments

Enhancing my customer service skills

Order Picker/Packer

Allied Staffing - Kansas City, MO - February 2012 to March 2014

Responsibilities

Picker orders from shelves using RF scanner or data sheet, put orders in correct slot, pack orders according to sheet, put correct address label on box

Accomplishments

Enhancing my picker/ packer skill

Sales Associate/Cashier

Sam's Club - Kansas City, MO - August 2010 to January 2012

Responsibilities

Check out member, sales plus memberships, get member to apply for Sam's credit card

Assistant Manager, Team Member

Subway - Dallas, TX - March 2006 to August 2010

Responsibilities

EDUCATION

Associate in Science and Arts in Cosmetology

Regency Beauty Institute - Kansas City, MO

2010 to 2011

SKILLS

customer service, picker/packer, cashier,

CERTIFICATIONS

Pharmacy Technician

March 2016 to October 2017