

Kaitlyn Boardman

10/16/2016

Information



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OBJECTIVES

To secure a position with a stable and profitable organization, where I can be a member of a team and utilize my experience to the fullest.

EDUCATION

Colton High School

05/28/2013

Diploma

Paul Mitchell The School

9/11/2015

Cosmetology License

Riverside Community College

Current

EXPERIENCE

Promotions Assistant | CBS Radio (KFROG)

07/07/2013 – Current

My job duties include: Going out to events and promoting KFROG. Setting up the set up (EZ up, Sound System, Speakers, Table, Prizes, ETC) Give out prizes of value, interact with our listeners, assist DJS with live broadcasts, etc skills

Hair Stylist | The Hair Lounge

04/07/2016 – 09/03/2016

My job duties included: Coloring, cutting, styling hair, serving clients to their every need. Upkeep of the salon. Selling product. Etc.

Sales Associate | Qwik Pawn III

05/17/2009 – 09/21/2012

My job duties included: Cashing customers out, answering phones, restocking shelves, cleaning store, assisting customers, etc.

SKILLS:

- ☐ Outstanding customer service, Great communication skills, exceptional listener, fantastic organizing and planning skills, problem solving skills, very punctual, extremely hard working