

**Rebecca Davis**  
909-255-5952 - becca8893@yahoo.com

***Work History:***

**Calimesa Country Club**

March 2016 to present

Server, Cashier (Restaurant and banquet server, Pro Shop cashier)  
909-795-2488

**City of Redlands**

October 2015 to February 2016 (Temporary position)

Administrative Assistant (Answered phones, created work orders to issue to public works divisions, sorted mail)

909-798-7655

**Ross Dress For Less**

March 2014 to November 2016

Retail Associate (Front End Supervisor, cashier, customer service)

909-797-0918

**NHS Pharma**

September 2014 to September 2015

Medical Billing Associate (Data entry, making calls to insurance companies, patients and doctor's offices to retrieve billing information in order to process the prescriptions through the patient's insurance)

760-641-6571

**Riley's Farm**

February 2013 to June 2014 (Seasonal Job for Fall and Spring)

Retail [Promoted to Assistant Manager in March 2014](Cashier, customer service)

909-797-7534

***Education:***

Yucaipa High School  
Graduated in 2011

Crafton Hills College [Theatre Major]  
2011 to present

***References:***

Greg Harrison  
Supervisor at Calimesa Country Club  
909-795-2488

Tom Bryant  
Instructor at Crafton Hills College  
909-894-9893