



Resume

First and Last Name: Martha Rios
Email: aguiarhta23@yahoo.com
Phone Number: (909) 549-7200

Working Experience:

Company Name: Buy Buy Baby
Dates of Employment: August 2015 - present
Job Responsibility: Inventory Leader

- Inventory control, receiving new merchandise
- Order writer, document and report daily activities
- Assisting in opening and closing store

Company Name: Cardinal Health
Dates of Employment: Feb 2017 - June 2017
Job Responsibility: expediter

- Track, Report, document to ensure product was available for customers
- maintain and continue daily progress notes for customers

Company Name: Buffalo Wild Wings
Dates of Employment: 2015 - 2016

Job Responsibility: Hostess, cashier, breaker for servers

- cleaning, bussing tables, taking phone orders
- breaking servers for breaks, take orders
- Greet customers

Skills:

- multitasking
- organization
- Dependability
- Problem solving