

Tiara Wright

Fort Worth, TX 76119

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Authorized to work in the US for any employer

WORK EXPERIENCE

Secretary

Tabitha's tax company - Fort Worth, TX - January 2014 to Present

To make copies and shred papers document the information of the customers into a computer

Teacher Assistant

Good Shepherd Christian academy - Fort Worth, TX - March 2016 to April 2017

To help kids develop a state of education thru their mental and physical state

Package Handler

Amazon - Coppell, TX - September 2015 to November 2015

Responsibilities

To deliver fast but great service honour customer

Accomplishments

How to provide great service skills

Skills Used

Customer service and handling of objects

Customer Service Representative

jesma marketing - North Richland Hills, TX - April 2015 to October 2015

Responsibilities

To provide free home energy audit to homeowners and great customer service

Accomplishments

Learning to increase my customer service skills

Skills Used

Computer skills and ability to talk on the phone

Cashier

off the bone bbq - Fort Worth, TX - April 2014 to July 2015

Responsibilities

To handle the cash and provide great hospitality to our customer. To ensure a great looking environment for the customer

Accomplishments

How to handle cash and develop a clean environment

Skills Used

Cash handling, customer service, computer skills

hostess

Jump'N Apes - Arlington, TX - May 2013 to September 2014

Responsibilities

I had to cook and clean, decorate the room for each party cut the cake, and give great customer service.

Accomplishments

I learn how to enjoy my job and meet new people. always make the customer happy and handle the money.

Skills Used

I demonstrated customer service, hospitality, handling the money in a time consuming manner.

Event Staff

Contemporary Services Corporation - Arlington, TX - March 2013 to July 2013

To check bags and check tickets and direct people to their right seat

Customer Service Representative

DSS Staffing - Fort Worth, TX - April 2013 to June 2013

Responsibilities

To provide health insurance to the customer

Accomplishments

Developing my computer skills and enhancing my customer service

Skills Used

Computer skill, communication skills, keyboard skills

Sales Associate

Vector Marketing - Arlington, TX - January 2012 to March 2012

To relieve great customer service going door to door selling knives and kitchen wear to the potential customers

EDUCATION

cosmology in hair

ogle school - Arlington, TX

2014 to 2016

general in general

Kennedale High School - Kennedale, TX

2013 to 2014

SKILLS

Keyboarding (2 years), Cash Handling (2 years), Customer Service (3 years), Telephone Etiquette (1 year), Multitasking (10+ years), Microsoft word (4 years)