

# RUTH BURKE



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LINKEDIN.COM/RUTHBURKE

OPENHANDSMINISTRIES.ORG

## OBJECTIVE

Highly skilled and personable woman seeks Front of House Position

## SKILLS

Love working with people  
Informative  
Friendly  
Smartphone & Tablet

## EXPERIENCE

### CASHIER/JAKEL'S SERVICE

2001 – 2005

Generated automotive Work Orders, operated electronic cash register, accepted credit/debit cards, answered phone, notified owners of completed repairs

### KITCHEN ASSISTANT/FLETCHER ALLEN HOSPITAL

1998 – 2000

Line Server, Tray Passer, Dishwasher

## EDUCATION

### ASSOCIATE OF ARTS, THEATRE ARTS

Los Angeles City College, 2019

Introduction to Acting

Intermediate Acting

Advanced Acting

## VOLUNTEER EXPERIENCE OR LEADERSHIP

Disaster Front Line Supervisor (volunteer) with the American Red Cross. Received General Services Award 2009