

darylvinacourtney

Los Angeles, CA

darylvinacourtney@yahoo.com - 3234999450

Willing to relocate to: Los Angeles, CA - Pasadena, CA - Hollywood, CA

Authorized to work in the US for any employer

WORK EXPERIENCE

S.I.A.M. Los Angeles CA

January 2017 - October 2017

Office assistant

- File folders / update information for clientele
- Operate machine (phone fax copy printer)
- Take payments

Vxi global solutions Los Angeles CA

February 2016 to October 2016

- reconnected customers for directv
- Updates AT&T services
- Assisted customers