

# Sana Zahlan

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## Education

**University of Washington – Seattle, WA**  
2018

**September 2014 – December**

Bachelor of Arts in Chemistry

## Skills

- Extensive leadership and great ability to work with others.
- Hard working with excellent problem solving and coordination skills.
- Thrives under pressure and is always able to multi task and complete projects in a timely manner.
- Fluent in English and Arabic.
- Four years of high school-level French as well as a year of college-level courses.

## Work Experience

### **Zara, Seattle, WA**

Sales Associate/Cashier, July 2016 – Present

- Offered customer service and assisted with questions and inquiries regarding product and policy information
- Prepared and processed transfers out as well as new shipments
- Maintained store and company standards at all times
- Merchandised product according to trends and commercial standards
- Organized products and stock

Head Cashier, January 2019 – July 2019

- Oversaw the cashier team and problem solved any issues that came up with customers or between associates
- Wrote and assigned weekly schedules and coordinated employee tasks throughout the day
- Communicated with our managements and corporate teams on weekly reports and company earnings
- Trained employees and new hires
- Counted tills daily and kept track of discrepancies

### **Edmonds Landing Retirement and Assisted Living, Edmonds, WA**

Waitress/Busser, June 2013 – August 2014, June 2015 – July 2016

- Served 20+ residents at a time in the dining area
- Performed daily cleaning and meal-prepping tasks
- Connected with and created a positive experience for all residents