

# Crystal Givens

## Objective

To land a role in Customer Service where I can grow and advance within the company

## Experience

People Ready, INC

San Francisco, CA

### **Employee check-out Customer Service**

- Check all employee badges for entry
- Make sure all employees get in safely
- Secure all entrance and exits

Manpower

Las Vegas, Nevada

### **Warehouse Assistant**

- Packaging all boxes for display
- Retrieve order forms and collect all items
- Load and upload all boxes on conveyor belt

SMX Staffing

Newark, CA

### **Warehouse Assistant**

- Stack pallets and load them with proper boxes
- Load and unload trucks in a timely manner
- Sorting all mail and assembly

Walmart

Fremont, CA

### **Stocker**

- Overnight stocking
- Apparel clean up area
- Set-up Displays

## Education

Salt Lake City Adult Center

Salt Lake City, Utah

### **GED**

- Medical Admin Assistant- Everest Institute

## References

References are available on request.

