

Anaya Ward

West Orange, NJ 07052

anayaward6282_orr@indeedemail.com

+1 862 267 6342

Work Experience

Debt Collector/Customer Service

Sunrise Credit Services, Inc - Farmingdale, NY

April 2021 to Present

Call our clients customers about any outstanding dues the customer has. Take payments. Handle personal accounts.

Sales Associate

Flying Tiger Copenhagen - Paramus, NJ

September 2020 to Present

Sales Associate

Yogibo - Paramus, NJ

November 2020 to December 2020

Sales Associate

LOFT - Paramus, NJ

September 2019 to March 2020

Cashier

Dunkin' Donuts - Paterson, NJ

May 2017 to June 2019

Handle money make transactions. Make coffee, lattes, and food.

Sales Associate

Macy's - Paramus, NJ

November 2018 to December 2018

Seasonal position

Front Desk Receptionist

Chateaou Resort and Conference Center - Tannersville, PA

October 2016 to April 2017

I did front desk as well as housekeeping. I checked emails, made reservations, check guests in and out, made transactions, and handled money.

Education

High school or equivalent

Passaic County Technical Institute

Skills

- Customer Service Skills
- Microsoft Word
- Receptionist
- Scheduling
- Coffee Experience
- Barista Experience
- POS
- Cashiering
- Cash Handling
- Food Preparation
- Host/Hostess
- Food Service
- Cold Calling
- Typing