

Tamara Lett

Hard worker, team player and leader.

Cincinnati, OH 45220

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#readytowork

Willing to relocate to: Cincinnati, OH - Cincinnati, OH - Cincinnati, OH

Authorized to work in the US for any employer

Work Experience

HHA - Home Health Aide

Bright Care - Cincinnati, OH

March 2022 to Present

Assisting elderly and disabled clients in their homes.

Crew Member and Cashier

Wendy's Incorporated - Cincinnati, OH

June 2019 to Present

Drive thru operations. Taking orders and money , food prep.

- Worked in a fast paced environment
- Handled customer care
- Greeted customers
- Operated the cash register
- Took phone calls
- Prepared food and drinks

Housekeeping

Arriva

April 2022 to October 2022

Cleaning Air bnb condos, houses, and apartments.

Houskeeping

Eastern Personnel Services - Cincinnati, OH

July 2018 to January 2019

Cleaning offices, bathrooms and suites at the event center on the University of Cincinnati college campus.

Cleaning event rooms for the UC Bearcats And The FCC Soccer Team.

Home Health Aide

Ohio First Home Healthcare - Cincinnati, OH

April 2017 to January 2019

Assisting people in their homes with daily living. Meal preparation, cleaning kitchen, bathroom, bedrooms, laundry , bathing and sometimes feeding, and last but not least companionship. That's very important to me.

Mail Clerk

Randstad - Cincinnati, OH

January 2014 to April 2018

mail clerk at a US bank lock box in the recon department through Randstad Staffing. Checking over batch handlers work which includes matching rejected checks by number and making sure they are in correct order as they are printed on the paperwork. Sorting tax forms, stamping reject or paid on processed checks and tax forms.

Warehouse Worker

Verst logistics - Hebron, KY

March 2016 to August 2017

Assembly line picker, packer and inspector.

Housekeeping

CRYSTAL CLEAR CLEANING - Cincinnati, OH

October 2016 to May 2017

Cleaning interior and exterior grounds of The Newport Levee

Crew Chief

McDonald's - Berea, KY

May 2009 to April 2013

Cashier, order taker, food prep

Customer Service Representative

Windstream Cable and satellite - Lexington, KY

September 2009 to June 2011

Customer service rep: Work from home, answering customers calls and questions about adding new services to their accounts. Promoting offers and bundles that best suits their need.

Education

Ged

Skills

- Home Care
- Typing
- Microsoft Office
- Kitchen Experience
- Meal Preparation
- Food Production

- Commercial Cleaning
- Laundry
- Cooking
- Food Handling
- Residential Cleaning
- Caregiving
- Senior Care
- Dementia Care

Certifications and Licenses

CPR/First Aid

May 2017 to Present

Hospitality

June 2007 to Present

CNA/HHA

January 2006 to Present

Certified Nursing Assistant (CNA)

Assessments

Work Style: Reliability — Expert

October 2020

Tendency to be dependable and come to work

Full results: [Expert](#)

Call Center Customer Service — Familiar

March 2020

Applying customer service skills in a call center setting.

Full results: [Familiar](#)

Work Style: Conscientiousness — Highly Proficient

October 2020

Tendency to be well-organized, rule-abiding, and hard-working

Full results: [Highly Proficient](#)

Customer Service — Proficient

March 2020

Identifying and resolving common customer issues

Full results: [Proficient](#)

Customer Focus & Orientation — Expert

March 2020

Responding to customer situations with sensitivity

Full results: [Expert](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.