

RAQUEL CALERO

Highly dependable individual with excellent communication . Eager to grow within different organizations . Diverse background in Health Aide , Customer service & Merchandising .

RAQUELCELESTE50@YAHOO.COM (747)321-7656 SAN FERNANDO VALLEY

Work Experience

July 2015 – October 2016

Sirena Farms (Floral Merchandiser)

- Make weekly reports on supplies and planograms on areas in the stores
- Manage floral department , including making orders and making arrangements
- Assisted in Semi-annual inventory counts

November 2015 – December 2016

Le Juanty Couture (Social Media Assistant & Jewelry Packaging)

- Assisting social media page to look more professional
- Maintaining Jewelry page with exclusive updates on new items
- Packaging different items to ship out day to day

December 2015 – December 2016

Ritas Italian Ice (Treat Team Member)

- Gelato attendee , clean mixers everytime gelato is made
- Serve and assist customers with any questions on their orders
- Cashier

January 2017 – July 2017

IHSS (Provider / Caregiver / Health Aide)

- Helping the recipient with getting clothed and maintain self clean
- Planned and prepared nutritious meals
- Led physical activity such as walking to maintain their range of motion

July 2017 – Present

IHSS (Provider / Caregiver / Health Aide)

- Planned recipients schedule by coordinating doctor appointments , exercise routines, recreational activites and family visits
- Helping with personal needs such as clothing , simple cleaning around home
- Planned and prepared meals and snacks to meet Recipients diet needs
- Provide patients and families with emotional support

February 2018 – June 2018

Instacart (Personal Shopper)

- Locating and selecting merchandise to customer specifications and submitting for customer approval
- Contacting customers prior to delivery to confirm and coordinate delivery times

January 2023 – January 2024

National Garden Service (Floral Merchandiser)

- Traveling to 3-4 different stores everyday to setup the outdoor display
- Make travel reports and asses inventory from the outside and the inside
- Take pictures of all the displays and upload them to company website
- Make sure all flowers / arrangements are well watered and deadheaded

Education

High School Graduate

Skills

Organization / Fast Learner / Bilingual