

Toby/Christine Malone

4713 N 15th Dr. # 3

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Qualifications

- *Over 10+ year's customer service experience.
- *People person that works well independently with others
- *Effect communication and listening skills.
- *Displays a contagious, enthusiastic and positive attitude.
- *Basic computer skills Internet Explorer and email plus basic word processing.

Work Experience:

Volunteer Lutheran Church May 2019- Present

- *Assist with serving food to homeless.
- *Assist in cleaning up church.

Fry's September 2017- December 2017

Courtesy Clerk- Phoenix, Arizona

- *Bagged Groceries.
- *Collected shopping carts.
- *Assisted customers with returns.
- *Returned unwanted merchandise to shelves.

Halloween City October 2016- October 2017

Customer Service Associate (Seasonal)-Phoenix, Arizona

- *Assisted customers with finding merchandise.
- *Monitored shoppers to ensure merchandise was not stole.

Focus Employment Services (Bookman's) October 2016- December 2016

Paid Intern- Phoenix, Arizona

- *Processed merchandise from backroom to sales floor.
- *Cleaned shelves and merchandise.
- * Polished CD's and DVD's.

Food City January 2014-August 2014

Courtesy Clerk Phoenix, Arizona

- *Assisted customers with product location and purchase process.
- *Arranged for provision of services to customers and accepted returns.
- *Restocked returned merchandise.
- *Greeted Customers.
- *Inspected and adjusted to meet needs of customer.

Home Fur Good March 2013-May 2014

Volunteer Phoenix, Arizona

- *Exercised and attended to animals.
- *Assisted veterinarians in examining animals to determine the nature of illness or injuries.
- *Cleaned and maintained kennels, animals holding areas, examination and Operating rooms.
- *Held or restrained animals during veterinary procedures.
- *Participated in general dog play activities.
- *Helped match seniors, students and others with pets.

Handyman Haven May 2004-September 2009

Package Handler Tucson, AZ.

- *Assembled, lined, and padded cartons, crates, and containers.
- *Examined and inspected containers, materials, and products to meet packing Specifications.
- *Loaded materials and products into package processing equipment.
- *Marked and labeled containers, containers tags, or products using marking tools.
- *Measured, weighed, and counted products and materials.
- *Placed products on moving equipment or in specified areas such as loading docks.
- *Removed completed or defective products or materials.

High School

Address Eagle High School, El Paso, TX 1991

Mortuary Degree

Western Technical Institute, El Paso, TX 1991

- *completed four years of training to become a mortician.