

YOUR NAME

XXXXX, Dallas Texas 75XXX

(469) XXX-XXXX

OBJECTIVE

To secure a position where I can utilize my abilities as a newly licensed vocational nurse and contribute to the healthcare facility and its goals.

EXPERIENCE

RED SUPPORT

Customer Service/Waitress

09/08 - Present

Responsibilities:

- Coordinating customer orders
- Responsible for securing payment and managing monies collected

LBR CLOTHING

Manager of Men's Retail

05/06 – 6/07

Responsibilities:

- Daily open and closing of store
- Maintained daily financial review of sales versus receipts
- Customer service liaison
- Leave of Absence to attend vocational nursing school (2007)

ALBERTSONS FOOD STORE

Cashier

07/04 – 01/05

Responsibilities:

- Customer checkout process
- Assisted (troubleshoot) other cashiers
- Relocated to Illinois

TOM THUMB FOODS

Service Manager

01/02 – 01/04

Responsibilities:

- Supervised and completed OTJ training for new staff
- Customer service liaison

Cashier

08/2000 – 12/01

Responsibilities:

- Worked the cashier/checkout process
- Assisted in stocking the store

EDUCATION

DALLAS NURSING INSTITUTE

Licensed Vocational Nurse, 2009

Xxxx COMMUNITY COLLEGE, DALLAS

Working on basics, 2002 - 2003

Xxx HIGH SCHOOL

High School Diploma, 2002

REFERENCES

- Available upon request