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| Gianna arrizola | | |
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| Objective |  |  |
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| I would like to secure a position as a customer service representative where I would be able to utilize my interpersonal and communication skills. |  |
| Experience |
| May 2022-Current  **Refinery Security Receptionist, Allied Universal**   * Greeted employees and verified active identification for entry. * Verify and key data into the security database. * Answered and directed calls to appropriate departments. * Created daily reports of all scanned employees and activity for the day.   October 2021-May 2022  **Delivery Driver, DoorDash**   * Pick up meals from local restaurants, check accuracy and drop off at customer locations. * Maintained high ratings from customers for friendly and efficient service.   September 2019- October 2020  **Retail Sales Associate, CVS Health**   * Greeted each customer and offered assistance in finding requested items, helping boost customer satisfaction and retention. * Operated cash register, collected payments and provided accurate change. * Assessed floor displays to restock merchandise. |
| Skills |
| * Customer Service * Data Entry * Communication and Interpersonal Skills * Problem-Solving |
| Education |
| May 2022  High School Diploma, Texas Success Virtual Academy |