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| **KAITLIN HENDERSON**3501 Ross Avenue Apt 2014, Dallas, TX 75204ktyhenderson@outlook.comPhone: (469) 478 - 1668 |

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| **Objective** | Excellent employee with superior work ethic and excellent relationships with customers, employees, vendors and contractors. |
| **Skills & Abilities**  | * Reliable and punctual
* Accurate Cash handling
* Neat, clean, and professional appearance
* Deliver exceptional customer service
* Proven leader | Reliable Team worker
* Engaging personality
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| **Employment** | **Veterans Canteen Service (VCS)****4500 S Lancaster Road, Dallas, TX 75216 | 214-827-0967****Cashier/Supply Clerk****Supervisor: William Williams, Canteen Chief*** Handled all cash and credit card transactions.
* Responsible for researching discrepancies between inventory reports and on-hand inventory.
* Communicated with staff on inventory records.
* Examined merchandise to verify that it was correctly priced and displayed.
* Pulling and stocking merchandise.
* Ensuring supplies and merchandise are placed on the floors.
* Inventory all merchandise.
* Maintained smiling and good attitude with every customer
* Excellent customer service
* Addressed all complaints calmly and swiftly

**McDonald’s** **3802 Gaston Avenue, Dallas, TX 75246 | 214-827-4021*** Handled all cash and credit card transactions
* Delivering orders from kitchen to counter customers
* Maintained smiling and good attitude with every customer
* Excellent customer service
* Addressed all complaints calmly and swiftly

**McDonald’s** **109 Harris Avenue, Red Oak, TX 75154 | 972-617-2282*** Handled all cash and credit card transactions
* Worked on rotating shifts
* Delivering orders from kitchen to counter customers
* Maintained smiling and good attitude with every customer
* Addressed all complaints calmly and swiftly
* Performed numerous cleaning duties and lifting
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| **Education** | **DeSoto high School,** Desoto, TX 75115**University of Houston**, Houston, TX – 8-2019 Major: AFROTC, Health  |
| **Leadership** | * 2019 - DeSoto ISD CNA certificate
* 2016 – 2017 Member of the Phi Theta Kappa Honor Society – Cedar Valley College
* 2017 - Barbizon Model
* 2017 Medical Internship Red Oak Nursing Home and Charlton Methodist Hospital
* 2016 – 2017 Member of DeSoto High School Student Council
* 2015-2017 Member of the Delta G.E.M.S – Mentoring program
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| **Reference** | **Rudy Jackson, Mentor** |18 years acquainted |469-569-6612 |