Valerie Jurado

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# SKILLS

* Customer service, Host/Hostess, Customer service, Team Player, Cash Handling, Fast learner, Childcare, Experience with Children, and CPR certified.

# **EXPERIENCE**

## Big Air Trampoline Park, 23251 Avenida de La Carlota - Court Monitor/Cashier/Concessions.

May 2021 - May 2022

* Worked at the front desk greeting customers and handled phone calls. Also did sales on memberships,
* helped customers with their registrations, sold tickets to jump, and booked/checked in birthday parties.
* Supervising kids when they were on the trampolines.
* Gained experience in cleaning the cafeteria and lounges, and restocked items at the front and cleaning supplies.

## Kid’s Factory, 25631 Peterman A Hartman Way Location- Kid’s supervisor

May 2022 - August 2024

* . Supervised groups of students ages from 5 to 12 during after-school hours, ensuring their safety and well-being.
* Organized and engaging after-school program activities for students. Assisted students with homework assignments, providing guidance and support in various subjects.
* Inform parents whenever there was a situation with the child that needed to have their attention.
* Maintaining cleanliness in the club area.
* Hosted special events such as pizza parties or ice cream parties.
* Check in and out each child at the beginning and the end of the program.

## Polly’s Pies, 23701 Moulton Pkwy- Hostess/Cashier

November 2023 - August 2024

* Maintained a balanced cash drawer at all times. Processed customer transactions accurately and efficiently, handling cash, credit cards, and electronic payments.
* Greeted and welcomed guests upon arrival, providing a warm and friendly atmosphere.
* Provided accurate wait time estimates to guests, managing expectations in a professional manner.
* Maintained cleanliness and organization at the hostess station, ensuring a visually appealing entrance for guests.

**Victoria Secret, 555 The Shops At Mission Viejo - Seasonal sales associate**

November 2024 - PRESENT

* Greets and welcomes incoming customers, promoting sales or discounts.
* Help customers with shopping such as gift shopping, self shopping, or bra fit measure.
* The register maintained a balanced money count.
* Experienced in store returns, online returns, and assist in victoria secret credit card applications or payments.
* Restock any items anytime.

# **EDUCATION**

## Irvine Valley College, Irvine