

Precious Phelps – 2900 Baby Ruth Lane, Antioch, TN 37013 – precious_phelps@yahoo.com - (615) 638-4477

Objectives

To obtain a position that will allow me to use my customer service skills to meet the business needs. Also to work on the overall success of a company by working as a good team player.

Education

Cane Ridge High School (High School Diploma)

- Graduated on 05-21-2011
- Major: Business Management
- Activities: Leadership I and II and Peer Tutoring

Experience

Web Picker (logistics) (December 2013 – Present)

Nordstrom at the mall of Green Hills (2130 Abbott Martin Road, Nashville, TN 37217)

- Responsibilities
 - Fulfill online purchases (picking and packing the item/product)
 - Mailroom (boxing and shipping out customer orders)
 - Stock work (unboxing items and preparing for store opening)
 - Overall dedication to satisfying the customer 100%

Sales Associate (September 2012 – January 2014)

Citi Trends Corp. (5345 Mt.View Road, Antioch, TN 37211)

- Responsibilities
 - Operating cash register and making drops into safe
 - Providing assistance to customers on the sales floor
 - Maintaining store cleanliness throughout business hours
 - Freight
 - Markdowns and merchandising

Skills

- Customer Focus, Customer Service, Data Entry Skills, Listening, Communication, Building Relationships, People Skills, Problem Solving and Multi-Tasking