Mackenzie Tabler

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 (804) 747-6383 (H) (804) 310-6087 (C)

 Kenz54321@gmail.com

Objective

Interested in \_\_\_\_\_\_\_\_\_\_\_ position.

Honors

* Member of Cormier Honors College at Longwood University
* Honor Roll all academic career/ Dean’s List every semester

Skill Highlights

|  |  |
| --- | --- |
| * Strong organizational skills
 | * Flexible, honest and trustworthy
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| * Excellent interpersonal skills
 | * Team player
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| * Customer service experience
 | * Very accountable
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Education and Training

Glen Allen High School

Graduation, June 2014: Advanced Diploma

Glen Allen, VA

Longwood University

Graduation: 2018 (currently a rising Sophomore)

Biology Major/ Chemistry Minor

Farmville, VA

Red Cross Certified

Basic Life Support Provider

Experience as a full-time summer nannie

10 years of childcare experience

Professional Experience

|  |  |
| --- | --- |
| Capriccios Italian RestaurantWaitressRichmond, VA9127 W Broad St, Henrico, VA 23294(804)346-0184Must be professional and friendly at all times (even in tough situations). Responsible for learning menu items. Use effective communication skills. Able to pay attention to details and a quick thinker. Proficient in basic math skills. Work with other servers and am a team player. | October, 2012 – August, 2014 |
| Hungary Creek Recreation Association (HCRA)Gate Attendant/Concession WorkerRichmond, VA9194 Hungary Rd, Henrico, VA 23294(804) 270-4892Gate attendant - responsible for cheerfully greeting and checking in members, checking in guests and collecting the appropriate guest fees, maintaining record logs for members to check-out sports equipment. Also responsible for maintaining a clean environment, by keeping the restrooms cleaned and all trash collected.Concession Worker - responsible for food preparation and service, taking orders from members, using a register to tally, collect and give change, to ensure all items are stocked, taking inventory, and ordering supplies and food as needed. Also responsible for closing, reconciling monies collected and cleaning the concession area and re-stocking. | May, 2011 – August, 2015 |
| Regal Virginia Center Stadium 20Cashier/ UsherRichmond, VA10091 Jeb Stuart Pkwy, Glen Allen, VA 23059(844) 462-7342Must always have great customer service while working any position, concession worker, box office, or usher. Responsible for keeping a clean environment, serving food and other needs to the customer. In charge of birthday parties, catered to children’s needs. And maybe know a thing or two about movies.  | June, 2015 – Present |

References

Available upon request