

KAYLA BARTS

Danville, VA 24541

(434) 835-5506 - kmgaites22@gmail.com

PROFESSIONAL SUMMARY

Motivated individual with experience in customer service and sales. Skilled in building customer relationships and understanding customer needs. Strong communication and interpersonal skills for providing superior customer service.

SKILLS

- Special Assignments
- Client Needs Assessment
- Providing Feedback
- Online Ordering Familiarity
- Verbal and Written Communication
- Personal Interview

EDUCATION

Expected in 05/2024 **Bachelor of Science: Social Work**

Longwood University - Farmville, VA

- Phi Alpha Social Work Honor Society
- National Society of Leader and Success

05/2022

Associate of Arts: Liberal Arts With Social Science

Danville Community College - Danville, VA

- Phi Theta Kappa Honor Society

05/2020

High School Diploma

Galileo Magnet High School - Danville, VA

WORK HISTORY

05/2023 to 7/2023

Intern

Alliance Human Services – Danville, VA

- Observed case managers on home visits.
- Documented client interactions.
- Maintained good communication skills with clients and coworkers.

08/2022 to current

Barista

Starbucks – Longwood University Farmville, VA

- Memorized drink recipes.
- Greeted customers and took their orders.

12/2020 to Current **Personal Shopper**

Walmart – Danville, VA

- Provided product advice to customers to help select the most suitable items for individual needs.
- Maintained current knowledge of evolving changes in the marketplace.
- Maintained high satisfaction ratings by completing orders quickly and making good selections for customers

02/2019 to 11/2020 **Dog Daycare Attendant**

Animal Medical Center – Danville, VA

- Contributed to client retention by consistently providing outstanding customer service to both clients and pets.
- Documented animals' weight, size and condition in computer system for review by senior staff.
- Monitored animals for behavioral problems and signs of health issues.

REFERENCES

Adrian G. Massie, MSW, MS
Executive Director at Alliance Human Services
Phone Number: (434) 251- 6469

Christie Fulton
Team lead for online grocery pickup at Walmart
Phone Number: (434) 250-6660

Dana Elliot
Photographer
Phone Number: (434) 250-5518