

**sSharon Abadoni**

E: sharon.abadoni@gmail.com • M: 206-376-3509 • Renton, WA 98056

## **Education**

**Renton High School • Renton, WA • June 2020** High school Diploma

## **Professional Experience**

### **Team Member/Cashier**

Round Table Pizza - Renton, WA

May 2020 to August 2020

Greet all Customers and provide them with prompt, courteous service and assistance.

- Understand operation of cash register and follow all cash handling procedures.
- Accurately collect and prepare orders for all customers
- Accurately and quickly collect proper payment and provide proper change.
- Process all forms of payments (i.e., cash, credit, checks, EBT, WIC, Rain checks, coupons, vouchers, gift cards, etc) in accordance with Company guidelines.
- Promote for sale any current charitable promotions to Customers.
- Properly bag customer's orders safely and efficiently.
- Maintain a clean, neat, organized and safe work environment.
- Maintain rapport with other team members

### ***Sales Associate/ Cashier***

**Shop Rite Lagos, Nigeria • 09/2018 – 08/2019•**

- • Greet all Customers and provide them with prompt, courteous service and assistance.
- • Understand operation of cash register and follow all cash handling procedures.
- • Accurately identify and scan product under correct department (when necessary).
- • Accurately and quickly collect proper payment and provide proper change.
- • Process all forms of payments (i.e., cash, credit, checks, EBT, WIC, Rain checks, coupons, vouchers, gift cards, etc.) in accordance with Company guidelines.
- • Promote for sale any current charitable promotions to Customers.
- • Properly bag customer's orders safely and efficiently.
- • Maintain a clean, neat, organized and safe work environment.

***Receptionist Intern • Eko Hospital • Lagos, Nigeria • 04/2019 – 08-2019***

- • Answer phone calls and direct the calls to the appropriate department or persons.
- • Treat each visitor with dignity and respect.
- • Ensure that the front area of the hospital is neat and clean
- • Put up flyers and announces of any changes

***Volunteer • Heritage homes orphanage • Lagos, Nigeria • 06/2018 – 08/2018***

- • Create interactive activities for the children
- • Supervise field trips
- • Work with the Teachers to ensure the children's daily activity is set.
- • Answer phone calls and direct the calls to the appropriate staff.

***Sales Associate/ Cashier • Target • Renton, Washington • 10/2019 – 01/2020•***

- • Greet all Customers and provide them with prompt, courteous service and assistance.
- • Understand operation of cash register and follow all cash handling procedures.
- • Accurately identify and scan product under correct department (when necessary).
- • Accurately and quickly collect proper payment and provide proper change.
- • Process all forms of payments (i.e., cash, credit, checks, EBT, WIC, Rain checks, coupons, vouchers, gift cards, etc.) in accordance with Company guidelines.
- • Promote for sale any current charitable promotions to Customers.
- • Properly bag customer's orders safely and efficiently.
- • Maintain a clean, neat, organized and safe work environment.

***Skills and Trainings***

- Able to work in a team
- Strong Interpersonal communication
- Able to work independently
- Adapt to fast-paced work environment
- Excellent Time Management
- Excellent customer service skills
- Ability to Multi-task and Prioritize Problem solver