

Karley Barkley

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Buffalo, Ny 14207
(518)545-8597
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EXPERIENCE

Bjs, 3056 Sheridan Dr, Amherst, Ny 14226 — Omni

October 2022- September 2024

Trained in online shopping, stocking shelves, self check out, and front door experience.

Brown's Ford of Amsterdam Inc, 4419 NY-30, Amsterdam, NY 12010 — Internship and auto body technician

March 2022- June 2022

Internship for Boces program and worked alongside body technicians and painters.

SPS Temp Services, 49 W Tupper Street, Buffalo, NY 14202 — Receptionist

September 2024 - November 2024

Customer service receptionist, makes appointments, files paperwork, answers phones, and helps people find jobs.

ACV, 640 Elliot Street #321, Buffalo, Ny 14203- Account Support Representative

November 2024- current

Customer support, perform outbound calls for ACV, Document activities, strategies and efforts within Salesforce, Provide pre- and post-sales support to customers, Communicate with business owners, and Work with other departments to resolve customer inquiries, including Titles, Payments, Transportation and Arbitration.

EDUCATION

Galway Central High School, 5317 Sacandaga Road Galway, New York 12074 — High School Diploma

Graduated in 2022

SKILLS

Organization,
team-orientated,
cleanliness,
professionalism,
effective communication,
multitasker, patience, &
reliability.

AWARDS

Honor Roll, WSWHE BOCES,
2021
Sports Awards: Golf and
Volleyball
Academic Scholar, 2020-2022
Honor Roll, Galway Central
High School, 2017-2019
High Honor, Galway Central
High School, 2018-2019
Member of National Technical
Honor Society, 2020-2022
Member of National Honor
Society, 2021-2022
President's Education Award,
Galway Central Elementary
School, 2016
Dean's List (UB)
Fall 2024

Professional Organizations

Member of FFA since
2019-2022
Member of Galway Fire
Department since 2018-2020

**F. Donald Myers Education Center (WSWHE BOCES), 15
Henning Road Saratoga Springs, New York 12866 — Auto Body
Repair Certification**

September 2020- June 2022

**University at Buffalo, 190 Founders Prom, Amherst, NY
14068– Criminology BA, psychology minor, & counseling minor**
August 2022- May 2025

References

Mr. John Jones, (Former Teacher)
Autobody Collision Repair Instructor
WSWHE BOCES, F. Donald Myers Education Center
15 Henning Road
Saratoga Springs, NY 12866
(518) 581-3600 (Main office)
jjones@wswheboces.org

Mrs. Prehn, Galway Math Teacher (Former Teacher)
Galway Central School District
5317 Sacandaga Road
Galway, NY 12074
(518) 882-1033
lmprehn@galwaycsd.org

Ms. Durand, Galway IEP Teacher (Former Teacher)
Galway Central School District
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