

Jamyrah Leach Jackson

Philadelphia, PA 19129

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Authorized to work in the US for any employer

WORK EXPERIENCE

Security Officer

FIRST SECURITY SERVICE - Philadelphia, PA - November 2016 to Present

Property Security Protection to maintain order on property. Report misconduct and disruption of property. As well as damage and power outage.

Substitute Food Service Worker

Kelly Teach (school district of Philadelphia) - Philadelphia, PA - May 2016 to Present

Responsibilities

To Prep and Prepare School Kids lunch. Work well with the other members of my Team to service the children their food in timely manner during lunch period.

Event Staff

Contemporary Services Corporation (CSC) - Philadelphia, PA - July 2015 to Present

Greeting event guests with a friendly tone

Maintaining an alert and upbeat attitude.

Also providing assistant to the guests and Always Smiling!

Camp Staff

Corporate Kids of America - Philadelphia, PA - August 2016 to August 2016

I Participate in a special camp held for children with Juvenile Arthritis (JA). While parents sat in for an important conference, my duties assisted of engaging in play with the children; such as arts and craft, dance lessons and providing them with safety.

McDonalds Cashier

McDonald's - Abington, PA - October 2011 to January 2012

Receive payment by cash, credit cards, or automatic debits.

Assist customers by providing information and resolving their complaints. Establish or identify prices using cash registers, or optical price scanners. Greet customers entering establishments. Answer customers' questions, and provide information on procedures or policies. Maintain clean and orderly checkout areas and complete other general cleaning duties, such as mopping floors and emptying trash cans. Stock shelves, and mark prices on shelves and items

Skills Used

Fast learning and outgoing personality

Sales Associate

Kmart - Philadelphia, PA - April 2008 to June 2009

Responsibilities

Greet customers and ascertain what each customer wants or needs. Recommend, select, and help locate or obtain merchandise based on customer needs and desires. Answer questions regarding the store and its merchandise. Prepare sales slips or sales contracts. Maintain knowledge of current sales and promotions, policies regarding payment and exchanges, and security practices. Maintain records related to sales. Place special orders or call other stores to find desired items.

EDUCATION

Associate in Human Services

Harcum College - Philadelphia, PA

2016 to 2018

Diploma

Benjamin Franklin High School - Philadelphia, PA

2015 to 2015

SKILLS

Self motivated, initiative, high level of energy Verbal communication Decision making, critical thinking, organizing and planning. Tolerant and flexible to different situations. Leadership communication skills

CERTIFICATIONS/LICENSES

CPR & First Aid

December 2016 to December 2018