




# Anissa Woody

5806 N 20th St. Philadelphia PA   
302-407-9221   
Woodya1@student.lasalle.edu 

Motivated, hardworking, and adaptable college student with a background to fit for a customer service or medical field role; a great asset to any company or team worked for. Seeking entry-level positions utilize my skills in the medical field.

---

## **Education**

SEPT. 2015 - PENDING

### **Bachelor of Science / La Salle University - PA**

- Majoring in biology
  - Relevant Coursework: Microbiology, Structure and Function of Organisms, Calculus/ Analytical Geometry, Intro to Computer Science Applications and Presentation Skills
- 

## **Skills**

- |   |                             |
|---|-----------------------------|
| • Exceptional written/communication skills        | • Medical terminology       |
| • Skilled problem solver                          | • Strong work ethic         |
| • Proficient in Microsoft word, excel, PowerPoint | • Interpersonal skills      |
| • Multi-tasking                                   | • Works well under pressure |
- 

## **Experience**

FEB. 2018 – PRESENT

### **Cashier / Cheesecake Factory**

- Assist clients in person and over the phone by providing product/policy information as well as resolve client complaints.
- Calculate total payments received during shift and reconcile this information with total sales.
- Operate as a Designated Trainer, inform trainee about store products/ policy and administer quizzes at the end of the training period

JAN. 2017 – MAY. 2017

### **Book Seller / La Salle Campus Bookstore**

- Sorted through numbers and information to organize store packages.
- Answered phone calls regarding questions of items.
- Filed data as well as publisher information.

JUNE. 2016 – JAN. 2017

### **Home Care-attendant / Easter Seals**

- Provided physical support to assist clients with performing daily activities such as: getting out of bed, bathing, dressing, walking, and using restroom.
  - Documented and communicated observations, behaviors, and physical symptoms to nurse/physician.
- 

## **Achievements/Awards**

- Employee of the month, September 2018 – Cheesecake Factory
- Designated Trainer, July 2018- Cheesecake Factory
- African American student league – Secretary of the Executive board
- National Honor Society for Collegiate Scholars (La Salle Chapter)- Member