

Alexander Rich

Customer Service Specialist

(312) 835-7690

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SKILLS

Customer Service, Process Improvement, Retail Management, Inventory Management, Microsoft Office

EXPERIENCE

Waldorf Astoria (Chicago, IL) - *Guest Service Ambassador*

March 2022 - Present

- Providing quality customer service in a luxury hospitality environment

University of Chicago Press (Chicago, IL) - *Warehouse Associate*

December 2021 - February 2022

- Executed movement of warehouse inventory using heavy machinery

AmeriCorps (Chicago, IL) - *Teaching Fellow*

August 2021 - December 2021

- Lesson planning and delivery for 10th grade geometry students at Simeon Career Academy on the South Side of Chicago

Walgreens (Tulsa, OK) - *Pharmacy Technician & Shift Lead*

February 2021 - June 2021

- Handled intake paperwork for COVID-19 vaccine appointments
- Accurately packaged prescriptions with strict attention to detail
- Led inventory management efforts for front-end inventory

EDUCATION

University of Illinois at Urbana-Champaign, Urbana, IL - *Bachelor of Arts in Economics*

August 2014 - May 2017