



SHELLEY LOGAN GUNTER

CUSTOMER SERVICE



PERSONAL PROFILE

I'm an experienced customer service representative with a verifiable record of resolving complex issues quickly and winning customer loyalty.



HIGHLIGHTED SKILLS

- Conflict Resolution
- Excellent Communication Skills
- Troubleshooting
- Service and Support
- Great Attention to Data



CONTACT INFORMATION

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Lexington, SC 29073



WORK HISTORY

WAITRESS

HWY 378 Bar and Grill
March 2023 to June 2023

- Addressed customer service inquiries in a timely fashion
- Ensured Customer Satisfaction
- Provided input in improving internal processes

In-Home Child Care

Self-Employed
2017 to present

- Pick-up from school and drop-off for activities as needed
- Tutoring sessions and help with homework
- Organize outings as requested
- Date Night Babysitting with fun activities
- Assist with meal prep and bedtime routine if needed

Hair and Make-up Artist

Self-Employed
2023 to present

- Work to make my customer feel their personal best
- Ensured Customer Satisfaction
- Varied age group and excellent time management skills



EDUCATION

Paul Mitchell School of Cosmetology

College of Charleston

Biochemistry

Gilbert High School