Celina t. Ramos

317 7th Street

Watervliet NY 12189

518720-1608

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***OBJECTIVE****: To obtain a position in a company that works with their employees so that they can be highly effective for themselves and their clients.*

# Experience

**Wicked Smart Apparel**

700 5th Ave

Watervliet NY 12189

**Head of Embroidery Department/ Sept 21, 2015 to June, 2020**

* Run embroidery machines
* Supervise Department Staff
* Insure orders are being done as per order specifications
* Check for and keep quality control

**Lowe’s**

790 London Road

Latham NY 12110

518-786-3350

**Head Cashier/ July 2011 to September/2015**

* Ensure the cashier staff was following company policies and providing good customer service.
* Ensure cashier staff took their proper lunch and break times
* Answered incoming calls
* Providing good customer care for in store customers and on telephonically, handle customer disputes
* Do store inventory
* Performed administrative duties.

# Education

**Hudson Valley Community College**

80 Vandenburgh Ave

Troy, NY 12180

Attended 2012

**Watervliet High School**

1245 Hillside Drive

Watervliet NY 12189

Graduated 2011