

MIGUEL A. JIMENEZ

2123 Ocean Avenue Apt. A4

Brooklyn, NY 11229

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Professional Objective: To improve communication skills in the workplace, while observing, listening, and respecting both employees and customers using skills such as

- Communicating well in a respectful manner with both co-workers and clients
- Keeping track of supply with organization skills
- Training one on one with new employees
- Experience in using computers along with most word processors and other business related software, Ex. Microsoft Word, Excel, and PowerPoint

Related Work Experience:

Sneaker Town

11/12/2008 - 8/20/2012

1504 Mermaid Avenue, Brooklyn, NY 11204

- Went from a stock boy, to a salesman, to a cashier. Eventually I went on to train other new employees.

W. C. Art and Drafting Supplies Co.

8/27/2012 - 12/24/2013

351 Jay Street, Brooklyn, NY 11201

- Salesmen working one on one with customers after quickly learning the merchandise.

S&T Famous Bags

1/7/2015 - Present

1308 Kings Highway, Brooklyn, NY 11229

- Currently working as a cashier, while keeping the store up to date in both stock and display.

Education:

New York City College of Technology

Expected Graduation: 2016 - Bachelors Degree in Communication Design

Course Include: Web Design, and Advertising Design 2

James Madison High School

Graduated in June 2011

Achieved: Perfect Attendance Award, and Recognition in Design