

Tyne Hazel

Professional and Technical Writing major with 3+ years of work experience. Aiming to leverage a proven knowledge of customer communications and retail sales skills to successfully fill the role at your company.

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EXPERIENCE

Burger King, Lawrence — *Front Counter Cashier*

October 2019 - PRESENT

- Greeting guests with a smile, receiving orders, processing payments, and responding appropriately to customer issues
- Following uniform and grooming standards and policies
- Learning team effectiveness skills; working with others to achieve team goals

Seasons, Lawrence — *Cashier & Personal Shopper*

August 2015 - August 2016

- Received payment by cash, check, credit or debit cards.
- Maintained clean and orderly checkout areas.
- Assisted with duties in other areas of the store, such as bagging and carrying out customers' groceries.

Dollar Tree, Rosedale — *Cashier*

January 2015 - April 2016

- Assisted customers by providing information and resolving their complaints.
- Processed merchandise returns and exchanges.
- Counted money in cash drawers at the beginning of shifts to ensure that amounts were correct and that there was adequate change.

EDUCATION

New York College of Technology , Brooklyn — *Bachelors*

January 2018 - January 2020

Queensborough Community College, Bayside — *Associates In Arts -- Liberal Arts*

January 2015 - January 2018.

PROJECTS

My E-Portfolio — *Detail*

Tyne Hazel's New York City College of Technology e-Portfolio --
<https://openlab.citytech.cuny.edu/thazel-eportfolio/>

SKILLS

- Efficient work ethic
- Computer Proficiency: Microsoft Word, Excel, PowerPoint
- Cooperative Team Member
- Customer Service and relations
- Cash Handling

AWARDS

Honors Award:

Queensborough Community College of City University of New York- The Faculty of the Department of English- The Arnold Arselsky Award. May 2017.

LANGUAGES

Intermediate Spanish