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|  | Xhensila Jaupaj |  |
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| Contact500 Southampton Rd, Philadelphia, PA, 19116+14842738708Xshehu61@gmail.com | ObjectiveI am looking for a job where I can apply my skills from previous employment where I can work well with others and be apart of a team where there is room for growth. I have open availability and I am a quick learner, follower and can lead when needed. |
|  | Experience02/2021-02/2022Cashier • Cashier • Dunkin Donut’s 11725 Bustleton Ave, Philadelphia, PA 19116, 215-464-4375* Worked full-time various shifts AM and PM.
* Made coffees, bagels, mix drinks and various menu items.
* Cleaned the machines, wash all sheet pans and coffee making equipment, swiped and moped the coffee shop every time I was night shift, take trashes out, put the donuts in order and replace them for the next shift

*02/2022 - 08/2022*Store Representative - Cashier 15500 Bustleton Ave, Philadelphia, PA, 19116* Worked full-time various shifts AM/PM
* Worked as a cashier helping customers.
* Managed truck day and made sure every product was in order.
* Opened/ closed store and put security alarm on to make sure about store safety
* Helped customers and answered store phone to make sure everyone got proper help
* Helped in covering shifts as many times as needed so the store couldn’t have less employees than needed
* Managed online orders as well as picture orders online and in store
* Worked with sale stickers to make sure that products on sale doesn’t go unnoticed
* Achieved and surpassed weekly quotas in sales for new membership signups.

08/2022-10/2023Part-time Hostes- - Osteria Saporino 1051 County Line rd, Huntingdon Valley Pa, 19006, 215-355-5577* Answered phone calls, took reservations
* Arrange sitting order and tables for reservations
* Clean menus, sit guests to the assigned tables
* Check coats and keep my area cleaned
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| Education | Community College of Philadelphia Graduated Community College May 2023 in Business Administration GPA 3.8, Full time student  |
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